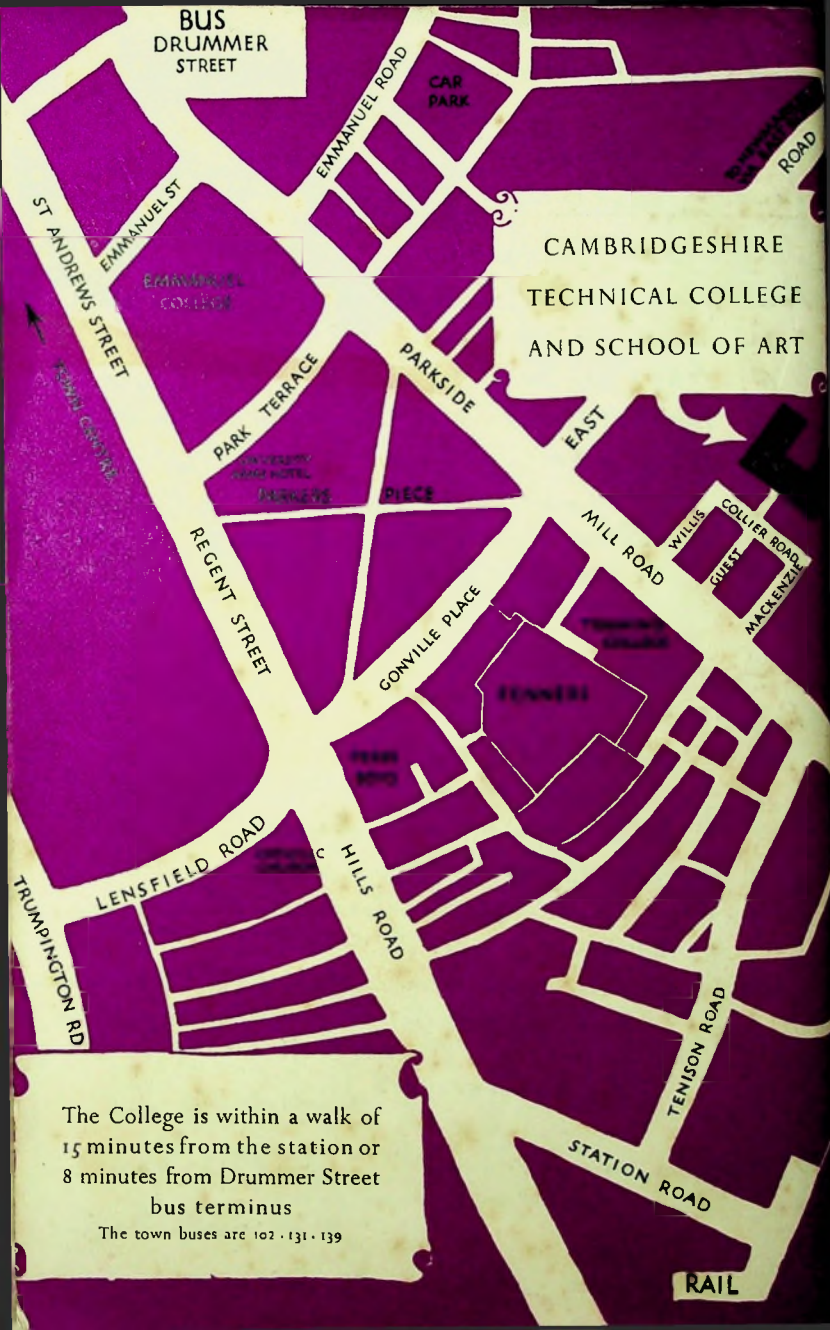


CAMBRIDGESHIRE EDUCATION
COMMITTEE

CAMBRIDGESHIRE
TECHNICAL COLLEGE
AND SCHOOL OF ART

CALENDAR FOR THE SESSION 1954-55



BUS
DRUMMER
STREET

EMMANUEL ROAD

CAR
PARK

EMMANUEL ROAD

CAMBRIDGESHIRE
TECHNICAL COLLEGE
AND SCHOOL OF ART

ST ANDREWS STREET

EMMANUEL ST

EMMANUEL
COLLEGE

PARK TERRACE

PARKSIDE

EAST

EMMANUEL COLLEGE HOTEL

MURKINS

PIECE

MILL ROAD

WILLIS

COLLIER ROAD

GUEST

MACKENZIE

REGENT STREET

GONVILLE PLACE

TENNERS

LENSFIELD ROAD

HILLS ROAD

TENISON ROAD

STATION ROAD

RAIL

The College is within a walk of
15 minutes from the station or
8 minutes from Drummer Street
bus terminus

The town buses are 102 · 131 · 139

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CAMBRIDGESHIRE EDUCATION COMMITTEE

CAMBRIDGESHIRE TECHNICAL COLLEGE
AND SCHOOL OF ART

PRINCIPAL

D. E. MUMFORD, M.A.

CHIEF EDUCATION OFFICER

H. MORRIS, C.B.E., M.A.

GOVERNING BODY

Appointed by the Cambridgeshire Local Education Authority:—

ALDERMAN MRS. L. MELLISH CLARK, O.B.E., J.P.—Chairman

COUNCILLOR M. C. BURKITT, M.A., J.P.—Vice-Chairman

COUNCILLOR F. H. JEEPS, M.C.

(Chairman of the Cambridgeshire Education Committee)

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ALDERMAN MRS. C. D. RACKHAM, M.A.

COUNCILLOR E. W. BULLMAN, J.P.

„ MRS. E. HEPHER

„ R. A. MACKNESS, M.A., B.Sc.

„ J. G. MILNER, B.Sc.

„ THE HON. MRS. H. B. PEASE, M.A., J.P.

Appointed by the Cambridge City Council:—

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„ G. WILDING

COUNCILLOR MRS. M. E. HENN, M.A.

„ H. R. MALLET, M.A.

„ W. G. POINTS, M.A.

„ C. E. RIDGEON

„ L. SYMONDS, M.B.E., M.A.

THE REV. R. F. RATTRAY, M.A., Ph.D.

MRS. J. SALTER, M.A.

MISS A. H. SKILLICORN, C.B.E., M.A.

Appointed by the Council of the Senate of Cambridge University:—

MR. J. H. BROOKS, T.D., M.A.

MR. L. C. G. CLARKE, M.A.

Co-opted:—

COUNCILLOR P. F. DENNARD

MR. E. F. ANDREWS, J.P.

MR. BROOKE CRUTCHLEY, C.B.E., M.A.

MR. H. S. JOHNSON

DR. E. C. WEBB, M.A., Ph.D.

(Vacancy)

ADVISORY COMMITTEES

Architecture

MR. A. K. BURGESS
MR. W. K. FERGUSON, A.R.I.B.A.
MR. J. F. HOOKHAM
MR. H. H. PARKER, L.R.I.B.A.
MR. D. W. ROBERTS, M.A., A.R.I.B.A.

Building

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MR. W. H. AUKER	MR. W. J. JAMES
MR. R. BLOWERS	MR. H. S. JOHNSON
MR. W. BOYNTON	MR. S. H. JONES, M.I.O.B.
MR. A. CHAPMAN	MR. C. F. KIDMAN
MR. W. H. CLAXTON	MR. W. E. RUFFLES
MR. J. S. COOK	MR. G. M. WELLMAN

MR. J. A. WILSON

Bakery and Confectionery

MR. H. ACTON	MR. L. R. MARKILLIE
MR. A. BYE	MR. F. L. MASKELL
MR. W. A. LEGGE	MR. C. J. MEEKINGS

DR. E. C. WEBB, M.A., PH.D.

Catering

MR. J. H. ALLEN, M.W.H.A.	MR. D. N. LAMBERT
MR. S. H. ATWELL	MR. C. LEARY
MR. M. M. BRADFORD, M.H.C.I.	MR. H. M. LITTLECHILD
MISS M. P. CLAY	ALD. MRS. C. D. RACKHAM
MISS E. P. DUNN	MR. D. M. REYNOLDS, M.H.C.I.
MISS G. M. FULLER	MR. A. P. SLOOTS
MRS. C. HOWSON, M.H.C.I.	MRS. M. W. TINDALE
MR. N. W. JONES, M.H.C.I.	MISS E. YATES

Commerce

MR. L. B. BARR, M.A.	MR. P. MARSTON-CLARK, A.M.Inst.T.
MR. A. K. BIRD, M.A.	MR. H. H. PALMER
COUNCILLOR E. A. G. CAWDRY, M.A.	MR. L. V. SLATER, F.C.A.
MR. F. KEYS, A.S.A.A.	MR. L. J. WALSH
COUNCILLOR H. R. MALLETT, M.A.	MR. W. J. N. WARNER, M.A.
MR. G. WILLIAMS, F.L.A.A., A.C.C.S.	

Engineering

MR. L. R. ANDREWS	MR. C. A. W. HARMER, O.B.E.
MR. J. H. BROOKS, M.A.	MR. L. W. JONES
MR. T. COUSINS	MR. F. PRIOR
MR. A. C. EDEN	MR. A. E. STONE
MR. R. P. FLACK	MR. R. J. WEBB
MR. F. GREATHEAD	MR. A. M. WELLS

Hairdressing

MR. W. L. ASBURY	MR. H. EASTON
MR. G. BENDALL	MRS. H. C. MATTHEWS
MR. A. COOPER	MISS D. PAPWORTH
ALDERMAN MRS. E. W. PARSONS, M.A.	

Painting and Decorating

MR. G. F. COOTE	MR. C. V. H. SWAINLAND
MR. C. S. KIRKUP	MR. C. E. WHATLING
MR. LISTER	MR. J. A. WILSON

Printing

MR. E. F. ANDREWS	MR. G. E. COLPUS
MR. E. BARLOW	MR. A. A. DELL
MR. A. C. BROOM	MR. E. A. PEARCE
MR. BROOKE CRUTCHLEY, C.B.E., M.A.	MR. H. G. NEWMAN
MR. H. E. CHALLIS	MR. D. I. PIGGOTT

THE COLLEGE YEAR

	Terms
Autumn - -	Monday, 13th September—Friday, 17th December
Spring - -	„ 10th January—Friday, 1st April.
Summer - -	„ 25th April—Friday, 15th July.

The College will be closed for the Whitsuntide holiday on Monday and Tuesday, 30th and 31st May

Enrolment

Monday, 13th September	Former students
6.30—8.30 p.m.	
Tuesday, 14th September	New and former students (except those in Her Majesty's Forces)
10.0 a.m.—12 noon	
6.30—8.30 p.m.	
Wednesday, 15th September	New and former students (including those in Her Majesty's Forces)
10.0 a.m.—12 noon	
6.30—8.30 p.m.	

Starting Dates of Courses

Full-time	
Preliminary	Thursday, 16th September
School of Art - - - -	Monday, 20th September
All other senior courses - - -	Monday, 27th September

Part-time		Courses start during week beginning:
Department		
School of Art—Day courses	- - -	20th September
—Evening classes	- - -	4th October
Building and Architecture		
—Architecture	- - -	27th September
—Building	- - -	20th September
Catering and Domestic Subjects		
—Catering	- - -	27th September
—Domestic Subjects	- - -	4th October
Commerce	- - -	27th September
Engineering	- - -	20th September
English and Social Studies	- - -	See page 54
Science and Technology	- - -	27th September

Duration of Courses

Full-time and part-time day classes will finish at various dates in June and July, depending on the arrangements for external examinations. Evening classes will finish, with a few exceptions, either at Easter or Whitsun.

GENERAL INFORMATION

ADDRESS AND TELEPHONE NUMBER

1. The address of the College is: The Cambridgeshire Technical College and School of Art, Collier Road, Cambridge.
2. The telephone number is: Cambridge 58255 (three lines).

ENQUIRIES

3. Written enquiries about courses should be addressed, in the first place, to the Principal. Enquiries made in person should be directed first to the College Office near the main entrance. The office is open during the Autumn and Spring terms and in the first half of the Summer term on Mondays to Fridays from 9.0 a.m. to 8.30 p.m. and on Saturdays from 9.0 a.m. to 12 noon. During the College vacations the office is open on Mondays to Fridays from 9.0 a.m. to 5 p.m. and on Saturdays from 9.0 a.m. to 12 noon.

FEES

4. The following tuition fees will be charged to "In-County" students, i.e., those who, during the period of their attendance at the College, reside within the administrative area of the Cambridgeshire Local Education Authority:

Full-time courses

Students over 18 years of age at the beginning of the College year	whole year	£15
	term	£5

Students under 18 years of age at the beginning of the College year		Nil
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Part-time day courses	whole year	£2 10s.
	summer term only	£1 5s.

Evening courses	whole year	£1
	summer term only	10/-

In addition to the above fees, a charge of 1/- is made for membership of the Students' Guild.

5. Students attending more than six sessions per week pay the full-time fee.
6. Students paying the part-time day fees may enrol for evening classes without extra charge. The evening course fees are the same whether a single class or group of classes is attended.
7. "Out-County" students, i.e., those who live outside the administrative area of the Cambridgeshire Local Education Authority, may be admitted at the same rates as In-County students if prior approval to their attendance is given and financial responsibility accepted for the full cost of their tuition by the Local Education Authority of the area in which they live. Applications for this approval are made automatically by the College on behalf of any student who has not obtained it at the time of enrolment. No Out-County students will be registered until this approval is obtained unless they undertake to pay fees at the following rates:

Day students	£9 per annum for each half-day attended per week throughout the session.
Evening students	£7 per annum for each evening attended per week throughout the session.
8. Fees are payable in advance and cheques should be made payable to the Cambridgeshire Technical College and crossed "Barclays Bank".
9. Applications for refunds of fees cannot normally be considered.
10. The above fees are for tuition only. Where external examinations are taken, additional fees for entry are payable to the examining body.

ENROLMENTS

11. Full-time students are advised to enrol where possible before the end of the session prior to that in which they wish to attend.
12. Special enrolment times for all students are arranged at the beginning of each session. These times are shown in "The College Year" on page 6.
13. Postal enrolments cannot normally be accepted except from students resident abroad.
14. Heads of Departments will normally be available to students to advise about enrolment and other matters at the following times during the autumn and spring terms or at other times by previous appointment:

School of Art	Monday, 6.30—8.0 p.m.
Building and Architecture	Monday, 6.0—7.30 p.m.
Catering and Domestic Science	Monday, 6.0—6.30 p.m.
Commerce and Professional Studies	Monday, 6.30—8.0 p.m.
Engineering	Tuesday, 6.0—8.0 p.m.
English and Social Studies	Monday, 6.0—7.0 p.m.
Science and Technology	Tuesday, 6.0—7.30 p.m.

ADMISSION TO CLASSES

15. No student under the age of 15 can be admitted to the College.
16. The normal minimum age of admission to senior courses and all evening classes is 16 years. Students below this age will be required to enrol in Preliminary courses. Preliminary courses in certain subjects for those unable to attend during the day are held at the Chesterton and Coleridge Evening Centres.
17. No student will be admitted to any course unless the Head of the Department concerned is satisfied that the student's previous education will enable him or her to benefit by the course selected.
18. Entrance examinations may be held for any courses in which the number of places is limited, or for which a definite standard of entry is required.
19. Entrance to full-time preliminary courses is generally limited to students who qualify at a special entrance examination which is held each year in November. Students attending Secondary Schools should be entered for the examination through their head teachers. Applications from students attending Private Schools should be made direct to the Chief Education Officer, Shire Hall, Cambridge.
All enquiries about this examination should be sent to the Chief Education Officer. Students admitted through the special entrance examination will not be required to pay tuition fees, and in certain cases their travelling expenses to the College will be paid by the Authority.
20. Students will not be admitted to classes until they have enrolled for the class and paid the appropriate fee.
21. Priority in admission will be given to students who enrol for full courses.

ATTENDANCE

22. Part-time day and evening courses vary in duration according to the requirements of the course.
23. Classes will not be formed unless sufficient students enrol.
24. Any class may be discontinued without notice if in the opinion of the Authority the attendance is insufficient to justify its continuation.
25. The name of any student who is absent from three successive meetings of any class without giving adequate reason will be removed from the class register and the student will not subsequently be admitted to the class. If this class forms part of a full course the student may be excluded from all classes in the course.
26. A student may be excluded at any time during the session for unsatisfactory work or conduct.

CHANGE OF ADDRESS

27. Any change of address during the session should be given in writing to the Registrar.

EXTERNAL EXAMINATIONS

28. Students are responsible for making themselves familiar with the rules and regulations governing entry to external examinations, and for ensuring that all necessary arrangements for their entry are made, either through the College or direct with the examining body concerned.
29. Students are responsible for the payment of their own examination fees, which are additional to the College tuition fees.

BOOKS AND STATIONERY

30. Students are required to provide their own books and stationery. The College bookstall has a limited stock available, and will be open at the following times:—

Mornings	8.45— 9.30
	10.15—10.45
Evenings	6.0 — 7.15

CANTEEN

31. Mid-day lunch can be obtained in the College canteen, from 12.30 p.m. to 1.15 p.m. at a cost of 1s. 8d. for students over the age of 19, or 9d. for those under 19.
32. The canteen is open for the service of drinks and light refreshments from 10.15 to 11.15 a.m. and from 3.30 to 7.45 p.m. and 8.15 to 9.30 p.m.

ACCOMMODATION

33. The College is non-residential. No responsibility can be accepted for providing accommodation, but the Social Supervisor keeps a register of addresses where students may be able to find lodgings.

CARE OF PROPERTY

34. No responsibility can on any account be accepted for losses incurred by students on the College premises.
35. All property should be clearly marked with the owner's name. Any loss should be immediately reported to the main office.
36. Individual lockers are available for all full-time students. A deposit of 2/6 is charged for the key which is obtainable at the main office.
37. Money and valuables should either be kept in lockers or handed in at the main office for safe keeping.

PARKING OF CARS AND BICYCLES

38. Bicycles must be left in the special racks and stands provided. The caretakers have instructions to remove any bicycles left in other places.
39. Motor-cycle engines must not be started up inside the College grounds.
40. Cars brought into the grounds must be left only in the spaces marked for them.
41. Caretakers are authorised to refuse to admit cars into the College grounds at any time.
42. Space is severely limited, and students are strongly advised not to bring cars to the College unless absolutely necessary. During the Autumn and Spring terms only authorised cars for which 'Passes' have been issued may be parked in the College grounds after 5.30 p.m. Applications for 'Passes,' which will only be issued to students in exceptional cases, should be made to the Head of Department.

THE COLLEGE LIBRARY

Librarian :

H. BROWNE, M.A. (Cantab.)

Assistant Librarians :

MRS. D. B. HEATH.

MRS. C. M. ELLIS

The Library is open from 9.0 a.m. to 9.0 p.m. during term to all students of the College, both for the borrowing of books and for study.

There are over 7,000 books on the shelves, including the usual reference books such as the *Encyclopædia Britannica*, the *Shorter Oxford English Dictionary*, various foreign language dictionaries and *Hansard*.

Current copies of *The Times*, the *Manchester Guardian* and the *New York Times*, *The Times Literary and Educational Supplements*, *Keesing's Contemporary Archives*, and several specialised periodicals, including *The Economist*, *Nature*, *The Studio*, *The New Statesman and Nation*, *The Listener*, *Discovery*, *The Motor*, *Architectural Review*, *Commonwealth Survey*, are available for reading in the Library but not for borrowing.

Most books, except encyclopædias, dictionaries, special reference books such as the reproductions of paintings kept separately on the shelves, may be borrowed without charge. A student may have two books for a period of three weeks although books can be renewed if they are not required by anyone else. Borrowers may take out books over vacations by arrangement with the Librarian.

ADMINISTRATION

Registrar: A. V. P. THACKERAY

Social Supervisor:

Principal's Secretary:

MRS. D. COLLINS, B.Sc. (Econ.)

MISS M. S. HAWORTH

B.S. Potter, Dip. Soc. Stud.

Housekeeper: MISS EVA HENLEY

Clerical Officers:

B. S. CLARKE

MISS I. E. HUTCHINSON

MRS. M. C. KING

Clerical Staff:

MRS. E. R. ABLETT

MISS J. SUMMERS

MRS. S. ASHBERRY

MISS M. E. SYMONDS

MISS G. M. L. BALLS

MISS P. TAYLOR

MISS O. SAUNDERS

MRS. N. E. THACKERAY

Chief Caretaker:

J. WHITE

Canteen Supervisor:

MRS. D. NORWOOD

THE SCHOOL OF ART

Head of the School:

GEORGE STEVENSON, A.T.D., F.R.S.A.

Lecturers :

JOHN HOOKHAM	Painter and Illustrator
A. H. RICHARDS, A.S.T.D., C.G.L.I., Full Technological Certificates	Printer
B. WINTERTON, F.I.B.D.	Painter and Decorator

Assistant Lecturers :

JOHN W. BOLAM, N.D.D.	Painter
HAROLD FRANCIS DARRELL, D.A.Lond.	Painter and Draughtsman
MISS MARGARET LANG HOATHER, A.T.D.	Designer and Illustrator
MISS GERTRUDE HORSLEY, A.T.D.	Designer and Illuminator
C. L. SCARLE, A.S.T.D., C.G.L.I., Full Technological Certificate	Printer: Composing, Monotype
LEONARD TEBBUTT, C.G.L.I., Full Tech- nological Certificate	Decorator and Signwriter

Part-time Staff :

JOHN G. SMITH, Royal Academy Schools	Sculptor and Painter
DAVID KINDERSLEY	Sculptor and Letter-Cutter
P. J. MUNNS	Bookbinder
MISS BERYL M. PICKERING, N.D.D.	Painter and Technical Illustrator
CHARLES SANDERS	Bookbinder (Finisher)
ROGER JOHN STEARMAN	Decorator and Signwriter
ALBERT EDWARD HOLGATE, Final C.G.L.I.	Decorator and Signwriter
FREDERICK NIELSON	Decorator (Storeman)
MRS. J. ELLISON	Potter

The School of Art in Cambridge, founded in 1858 and opened in that year by John Ruskin, is the centre for specialised instruction in the visual arts, serving the professional, industrial, and general aesthetic needs of a wide area. Systematic instruction is given in the study of form, colour, design for various purposes, and certain crafts. Combinations of particular studies are arranged for a number of different aims.

Three main types of student are provided for:

1. Full-time students, wishing to reach professional level and work either as independent artists and craftsmen, as specialist teachers or in close connection with various trades and industries.

2. Industrial students, normally employed in industries, trades and crafts such as painters and decorators, printers, commercial artists and designers, carvers, display specialists and the like who attend part-time day or evening classes to supplement or extend experience gained in their everyday employment.

3. Amateurs who attend part-time, either in the day or evening to practise some branch of art or craft or study its history for recreational or cultural ends.

Full-time Courses

The School of Art is recognised by the Ministry of Education for the following full-time courses leading to the Ministry's examinations:

A. *The course for the Intermediate examination in Art and Crafts.* This is a two-year general basic course of training covering the fundamentals of drawing, painting, design and craft. It forms a suitable preparatory course for most students who wish to specialise later.

B. *The Course for the National Diploma in Design.* This is a two-year course for students who have passed the Intermediate examination in Art and Crafts. They must take either (i) one subject at special level, or (ii) two subjects at main and additional levels respectively. The following subjects are available at the levels indicated:

Painting—	Special
Illustration—	Special
Commercial Design—	Special
Writing and Illuminating—	Special, Main, or Additional
Bookbinding—	Main or Additional
Lithography—	Main or Additional
Wood Engraving—	Main or Additional
Letter Cutting—	Main or Additional
Stone Carving—	Main or Additional

Most students take the course for the Intermediate examination, followed by the course for the National Diploma in Design, but modified courses can be arranged to suit special needs.

Students who wish to become specialist teachers of Art in Secondary schools or Schools of Art must first secure the National Diploma in Design and then go to one of the special centres recognised by the Ministry of Education for a final professional year of training in Pedagogy.

It is desirable that full-time students should have had a good general education. Those intending to become Art teachers must have passed School Certificate or the General Certificate of Education with at least five passes at ordinary level or two passes at advanced plus two passes at ordinary level. In most other cases this entry qualification is not essential, but all entrants must be above school-leaving age. There is no upper age limit.

EVENING CLASSES

In every case the time of the class is 6.30—8.30 p.m.

If every class the time of the class is 3:50 - 5:00 p.m.					
LIFE DRAWING	Mon.		Wed.		Fri.
PORTRAIT DRAWING		Tues.		Thurs.	
GENERAL DRAWING	Mon.		Wed.		Fri.
PAINTING	Mon.	Tues.	Wed.	Thurs.	Fri.
BOOKBINDING	Mon.		Wed.		
LETTER CUTTING		Tues.			
DESIGN		Tues.		Thurs.	
MODELLING	Mon.		Wed.		
LETTERING AND ILLUMINATING		Tues.		Thurs.	
CARVING		Tues.			
ILLUSTRATING		Tues.		Thurs.	
FASHION DRAWING		Tues.		Thurs.	
ARCHITECTURAL STYLES		Tues.		Thurs.	
HISTORY OF FURNITURE		Tues.		Thurs.	
POTTERY					Fri.

Provided sufficient demand is forthcoming, it is proposed to make provision for training in Technical Illustration. Those interested in such a class are asked to send in their names as early as possible.

NOTE.—All students, day or evening, must provide their own materials, including Drawing Boards. The College stationery counter can supply most drawing and painting materials.

ART SCHOLARSHIPS

The Cambridgeshire Education Authority offer scholarships carrying remission of fees, and, in certain cases, payment of travelling expenses, for senior full-time courses in the School of Art. An examination is normally held each year in May. Further particulars can be obtained from the Chief Education Officer, Shire Hall, Cambridge.

Similar Scholarships are also offered by some of the adjacent Authorities to pupils resident in their Area. Enquiries should be sent to the Chief Education Officer of the Authority concerned.

INDUSTRIAL COURSES

Printing

Day and Evening Courses in Letterpress Printing, Hand Composition, Machine and Monotype, are arranged for Apprentices and Journeymen engaged in the Printing Industry.

Students are prepared for the Examinations of the City and Guilds of London Institute, and the Monotype Users' Association.

The equipment of the department includes modern type faces in dust proof cases and cabinets ; a Miehle and a Standard Wharfedale machine with automatic feed, a Thompson-British Automatic Platen, a Demy Folio Handfed Platen, a small offset lithographic machine, and two Monotype keyboards, composition caster and display type caster.

Part-time Day and Evening Courses

	Subject	Day	Time
Composing (Junior)	... Practical ...	Monday	1.45—4.45
"	... English ...	Tuesday	9.15—10.15
"	... Theory ...	"	11.30—12.30
"	... Lettering ...	"	1.45—2.45
"	... Practical ...	"	2.45—4.45
"	... Practical ...	"	6.30—8.30
Composing (Inter)	... English ...	Thursday	9.15—10.15
"	... Calculations ...	"	10.30—11.30
"	... Theory ...	"	11.30—12.30
"	... Layout Drawing ...	"	1.45—3.45
"	... Practical ...	"	3.45—4.45
"	... Practical ...	"	6.30—8.30
Composing (Senior)	... Practical ...	Monday	6.30—8.30
	{ Theory ... }	Friday	9.15—11.30
	{ Layout Drawing ... }		
	{ (Alternate weeks) }		
"	... English ...	"	11.30—12.30
"	... Practical ...	"	1.45—4.45
"	... Monotype ...	"	1.45—4.45
Machines (Junior)	... Practical ...	Monday	6.30—8.30
"	... English ...	Thursday	9.15—10.15
"	... Theory ...	"	10.30—12.30
"	... Practical ...	"	1.45—4.45
Machines (Inter)	... Practical ...	Monday	6.30—8.30
"	... English ...	Wednesday	9.15—10.15
"	... Theory ...	"	10.30—11.30
"	... Practical ...	"	1.45—4.45
Machines (Senior)	... English ...	Monday	9.15—10.15
"	... Theory ...	"	10.30—12.30
"	... Practical ...	"	1.45—4.45
"	... Practical ...	Friday	6.30—8.30

Evening Classes

Subject	Day	Time
Monotype Keyboard and Caster ...	Monday and Friday	6.30—8.30
Letterpress Machine Theory ...	Thursday	6.30—8.30
Composing Theory ...	Wednesday	6.30—8.30

Painting, Decorating and Signwriting

The courses cover, as far as possible, the examination syllabuses of the City and Guilds of London Institute, the National Painters and Decorators Joint Education Committee and the Institute of British Decorators. As accommodation is at present limited, only students who are keen to become fully qualified craftsmen and who take *all* the subjects offered in their own particular grade can be admitted. Diplomas and prizes are awarded annually by the Cambridge Branch of the Federation of Master Builders, the Painting Operatives, Manufacturers and Merchants.

Part-time Day and Evening Courses

	<i>Subject</i>	<i>Day</i>	<i>Time</i>
DPDP	Practical	Thursday	6.30—8.30
	English	Friday	9.15—10.15
	Geography	"	10.30—11.30
	Science	"	11.30—12.30
	Mathematics	"	1.45—2.45
	Drawing and Design	"	2.45—3.45
	Geometry	"	3.45—4.45
	Theory and Lettering	"	6.30—8.30
DPDP(S)	Practical	Tuesday	9.15—12.30
	Theory	"	1.45—2.45
	Colour and Design	"	2.45—3.45
	Lettering	"	3.45—4.45
DPD1	Mathematics	Wednesday	9.15—10.15
	Science	"	10.30—11.30
	Craft History	"	11.30—12.30
	Lettering	"	1.45—2.45
	Theory	"	2.45—3.45
	English	"	3.45—4.45
	Practical	"	6.30—8.30
	Drawing and Design	Friday	6.30—8.30
DPD1(S)	Theory	Tuesday	9.15—10.15
	Drawing and Design	"	10.30—11.30
	Lettering	"	11.30—12.30
	Practical	"	1.45—4.45
DPD2	Lettering	Tuesday	6.30—8.30
	Theory	Wednesday	9.15—10.15
	Drawing	"	10.30—11.30
	Craft History	"	11.30—12.30
	Practical	"	1.45—4.45
	Design	"	6.30—8.30
DPD3	Practical	Thursday	9.15—12.30
	Drawing and Design	"	1.45—2.45
	Theory and Colour	"	2.45—3.45
	Lettering	"	3.45—4.45
EPD4a	Practical	Monday	6.30—8.30
	Theory and Lettering	Thursday	6.30—8.30
EPD4b	Drawing and Design	Monday	6.30—8.30
	Practical	Tuesday	6.30—8.30
	Historical Decoration	Wednesday	6.30—8.30

The following supplementary course in lettering and pictorial sign-work has been specially arranged for those students and craftsmen who are specialising in these subjects.

	<i>Subject</i>	<i>Day</i>	<i>Time</i>
DLP	Practical	Thursday	6.30— 8.30
	English	Friday	9.15—10.15
	Geography	"	10.30—11.30
	Science	"	11.30—12.30
	Mathematics	"	1.45— 2.45
	Drawing and Design	"	2.45— 3.45
	Geometry	"	3.45— 4.45
	Theory and Lettering	"	6.30— 8.30
	Colour	Wednesday	9.15—10.15
DL1	Drawing	"	10.30—11.30
	Lettering	"	11.30—12.30
	Lettering	"	1.45— 2.45
	Theory	"	2.45— 3.45
	English	"	3.45— 4.45
	Practical	"	6.30— 8.30
	Drawing	Friday	6.30— 7.30
	Design	"	7.30— 8.30
	Heraldry	Tuesday	9.15—10.15
DL2	Drawing	"	10.30—12.30
	Practical	"	1.45— 4.45
	Lettering	"	6.30— 8.30
	Design	Wednesday	6.30— 8.30
EL3	Drawing	Monday	6.30— 8.30
	Practical	Tuesday	6.30— 8.30
	Design	Thursday	6.30— 8.30

THE SKETCH CLUB

A committee of students organises the Club, the main purpose being to stimulate the creative work of the individual. Whenever possible, criticism and advice is obtained from reputable artists and craftsmen. The Club also arranges dances and other social events. All categories of students are welcome.

EXHIBITIONS AND EXCURSIONS

From time to time exhibitions of work by full-time and part-time students are held. Work on loan is also shown in the school.

Visits are arranged to exhibitions held elsewhere and to places of interest to artists and craftsmen.

SOCIAL

Details of social activities in the College are given on page 77.

BUILDING & ARCHITECTURE DEPARTMENT

Head of Department :

NICHOLAS JOHNSON, A.T.C. (Hons.) Sund., A.M.N.E.C.Inst.

Lecturers :

C. I. HOBBS, A.R.I.B.A., F.R.S.A.	Architecture
Assistant Lecturers :	
C. J. ARNOLD, A.B.I.C.C., C.G.L.I., Full Technological Certificate	Carpentry and Joinery
H. BALDWIN, B.Sc. (Leeds)	Mathematics and Science
C. L. CORNWELL, C.G.L.I., Full Technological Certificate	Brickwork
J. D. HALL, A.T.D.	Industrial Design
B. HUNT, H.N.C. (Building), C.G.L.I., Full Technological Certificate	Brickwork
R. S. SPURGEON, A.B.I.C.C., C.G.L.I., Full Technological Certificate	Carpentry and Joinery
B. TINDALE, Registered Plumber, Final C.G.L.I.	Plumbing and Welding

Part-time Staff :

P. AMIS, Final C.G.L.I.	Brickwork
C. W. BURLING, Final C.G.L.I.	Carpentry and Joinery
S. A. CHAPMAN, H.N.C. (Building), Final C.G.L.I.	Mathematics and Geometry
C. L. COCKRILL	Book-keeping and Costing
A. E. COOK	Plastering
F. W. COOK, Final C.G.L.I.	Brickwork
J. S. COOK	Plastering
D. E. DANIELS, Final C.G.L.I.	Plumbing and Welding
J. E. DAVISON, L.R.I.B.A.	Building Construction
S. DRING, Registered Plumber	Plumbing and Welding
D. M. EDGE, M.A. (Cantab.), A.R.I.B.A., A.A. (Dip.)	Structural Mechanics
D. ELLIS, M.A. (Cantab.), A.R.I.B.A., A.A. (Dip.)	Architectural Design
C. F. HOLLAND, L.I.O.B., Final C.G.L.I., F.I.B.E.	Building Construction
P. G. HOLLIMAN, L.F.S. (Eng.) Quant.	Builders' Quantities
W. J. E. JAMES, H.N.C. (Building), Final C.G.L.I.	Building Construction
MRS. D. F. KRAMER, A.R.I.B.A., A.A. (Dip.)	Architectural Design
N. McKEE	Foremanship Subjects
N. MOSSOP	Masonry
H. VAN OOSTEROM, B.Sc. (Eng.), A.M.I.C.E.	Theory of Structures and Building Science
H. W. SADLER	Masonry
D. A. STUBBINGS, H.N.C. (Building)	Mathematics and Geometry
J. J. SYMES, A.R.I.B.A.	Constructional Design and Building Construction
W. THOMPSON, L.I.O.B., C.G.L.I., Full Technological Certificate	Building Construction and Mathematics
S. P. WILSON, C.G.L.I., Full Technological Certificate	Brickwork

Workshop and Maintenance Staff :

H. J. DANIELS, Final C.G.L.I.	—
M. H. DOUGLAS, C.G.L.I., Full Technological Certificate	—
F. LOWINGS	—

The Head of the Building and Architecture Department will normally be available for consultation during the Autumn and Spring terms each Monday evening from 6.0 to 7.30 p.m. and at other times by appointment.

ARCHITECTURE

A four year part-time day and evening course, leading to the Intermediate examination of the Royal Institute of British Architects, has been arranged to meet the needs of those who are either articled or employed in architects' offices.

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
D.Arch 1	Architectural Design	Tuesday	9.15—12.45
	History of Architecture...	"	1.45— 3.15
	Theory of Design	"	3.15— 4.15
	Building Construction	"	4.30— 6.0
	Building Science	"	6.45— 9.0
D.Arch 2	History of Architecture	Wednesday	9.15—10.45
	Building Construction	"	11.0—12.30
	Architectural Design	"	{ 1.45— 4.45
				{ 5.0 — 6.30
	Building Science	"	6.45— 9.0
D.Arch 3	Colour I	Monday	6.30— 8.30
	History of Architecture	Monday	9.15—10.45
	Building Construction	"	1.45— 3.15
	Architectural Design	"	{ 11.0 —12.30
			"	{ 3.15— 6.30
D.Arch 4	Building Science	"	6.45— 9.0
	History of Architecture	Thursday	9.15—10.45
	Architectural Design	"	{ 11.0 —12.30
				{ 1.45— 4.45
				{ 5.0 — 6.30
D.Arch	Constructional Design	Friday	6.45— 9.0
	Structural Mechanics	Tuesday	6.45— 9.0
E.Arch	Studio Supervision	Friday	9.15— 4.45
	History of Architecture	Thursday	5.30— 6.30
	Architectural Design	"	6.45— 9.0

BUILDING

NATIONAL CERTIFICATE COURSES

The examination for the Ordinary National Certificate is taken at the end of the Senior Third Year of the Building Course. For admission to Higher National Certificate courses a student must normally be at least 19 years of age at the beginning of the College session and must have completed satisfactorily the corresponding Ordinary National Certificate course or its equivalent. Certain conditions with regard to entry, attendance, homework, class or laboratory work, and sessional examinations must be satisfied in each year of the courses named.

Students are advised to discuss these conditions with the Head of Department before enrolment.

Ordinary National Certificate Course in Building

Part-time	Day	Subject	Day	Time
D.B.1.		Building Construction	Friday	2.45— 4.45
		Building Science	"	9.0 —11.0
		Building Mathematics	"	11.30—12.30
		Building Geometry	"	1.45— 2.45
D.B.2.		Building Science	Thursday	9.0 —11.0
		Building Geometry	"	11.30—12.30
		Building Mathematics	"	1.45— 2.45
		Building Construction	"	2.45— 4.45
D.B.3.		Building Construction	Monday	9.15—11.30
		Building Science	"	11.30—12.30
		Building Mathematics	"	1.45— 2.45
				2.45— 4.45

Classes in English will be available to students on Wednesdays from 7.30 p.m. to 9.0 p.m.

Evening

The following evening course is suitable for students of general Building. Students who wish to sit for the Ordinary National Certificate examination at the end of the course must have passed, or obtained exemption from, Year I before they begin the course.

E.B.2.	Mathematics and Geometry	Monday	6.45— 9.0
	Building Science	Wednesday	6.45— 9.0
	Building Construction	Friday	6.45— 9.0
E.B.3.	Building Science	Monday	6.45— 9.0
	Building Mathematics	Tuesday	6.45— 9.0
	Building Construction	Friday	6.45— 9.0

Higher National Certificate Course in Building

E.B.4.	Building Construction	Friday	6.45— 9.0
	Builders' Quantities I	Tuesday	6.45— 9.0
	Structural Work (Theoretical)	Thursday	6.45— 9.0
E.B.5.	Building Costing and Book-keeping	Tuesday	6.45— 9.0
	Builders' Quantities II	Wednesday	6.45— 9.0
	Building Construction	Thursday	6.45— 9.0

Post Higher National Certificate Course in Building

E.B.6.	Builders' Estimating and Analysis of Prices	Friday	6.45— 9.0
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CRAFT COURSES

The following courses are designed for students who wish to obtain qualifications such as are awarded by the City and Guilds of London Institute.

The four-year part-time day and evening courses in Carpentry and Joinery, Brickwork and Plumbing are recognised for the award of Full Technological Certificates.

Brickwork

Part-time Day

	<i>Subject</i>	<i>Day</i>	<i>Time</i>
D.Brick 1(a)	Workshop Practice	Monday	9.15—12.30
	Theory and Drawing	"	1.45— 3.45
	Mathematics	"	3.45— 4.45
	Geometry and Calculations	Thursday	6.45— 9.0
D.Brick 1(b)	Mathematics	Wednesday	9.15—10.15
	Theory and Drawing	"	10.30—12.30
	Workshop Practice	"	1.45— 4.45
	Geometry and Calculations	Thursday	6.45— 9.0
D.Brick 2.	Workshop Practice	Tuesday	9.15—12.30
	Theory and Drawing	"	1.45— 3.45
	Mathematics	"	3.45— 4.45
	Craft Science I)	Friday	6.45— 9.0
	Geometry { half session each	Wednesday	6.45— 9.0
D.Brick 3.	Workshop Practice	Friday	9.15—12.30
	Theory and Drawing	"	1.45— 4.45
	Building Construction I	"	6.45— 9.0
Evening			
E.Brick 3.	Theory and Drawing	Tuesday	6.45— 9.0
	Workshop Practice	Wednesday	6.45— 9.0
	Building Construction I	Friday	6.45— 9.0
E.Brick 4.	Theory and Drawing	Tuesday	6.45— 9.0
	Workshop Practice	Monday	6.45— 9.0
	Building Construction II	Friday	6.45— 9.0

Carpentry and Joinery

Part-time Day

	<i>Subject</i>	<i>Day</i>	<i>Time</i>
D.Carp. 1(a)	Workshop Practice	Wednesday	9.15—12.30
	Theory and Drawing	"	1.45— 3.45
	Mathematics	"	3.45— 4.45
	Geometry and Calculations	Friday	6.45— 9.0
D.Carp. 1(b)	Theory and Drawing	Wednesday	9.15—11.30
	Mathematics	"	11.30—12.30
	Workshop Practice	"	1.45— 4.45
	Geometry and Calculations	Friday	6.45— 9.0
D.Carp. 2.	Theory and Drawing	Tuesday	9.15—11.30
	Mathematics	"	11.30—12.30
	Workshop Practice	"	1.45— 4.45
	Craft Science I)	Friday	6.45— 9.0
	Geometry { half session each	Wednesday	6.45— 9.0
D.Carp. 3.	Theory and Drawing	Monday	9.15—12.30
	Workshop Practice	"	1.45— 4.45
	Building Construction I	Friday	6.45— 9.0

Evening

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
E.Carp. 3.	Theory and Drawing	Tuesday	6.45—9.0
	Workshop Practice	Thursday	6.45—9.0
	Building Construction I	Friday	6.45—9.0
E.Carp. 4.	Theory and Drawing	Monday	6.45—9.0
	Workshop Practice	Wednesday	6.45—9.0
	Building Construction II	Friday	6.45—9.0

A course dealing with Handrailing and Stair Construction will be arranged, if a sufficient number of candidates enrol.

Masonry

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
D.Mas. 1.	Mathematics	Friday	9.15—10.45
	Theory and Drawing	"	11.0 —12.30
	Workshop Practice	"	1.45—4.45
E.Mas. 2.	Geometry and Calculations	Thursday	6.45—9.0
	Theory and Drawing	Wednesday	6.45—9.0
	Workshop Practice	Thursday (at Works)	6.45—9.0

Plastering

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
D.Plast. 1.	Mathematics	Friday	9.15—10.45
	Theory and Drawing	"	11.0 —12.30
	Workshop Practice	"	1.45—4.45
E.Plast. 2.	Geometry and Calculations	"	6.45—9.0
	Theory and Drawing	Monday	6.45—9.0
	Workshop Practice	Friday	6.45—9.0

Plumbing**Part-time Day**

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
D.Plumb.1.	Science and Calculations	Wednesday	9.15—12.30
	Plumbing Theory	"	1.45—3.45
	Workshop Practice	"	3.45—4.45
D.Plumb.2.	Geometry and Calculations	Thursday	6.45—9.0
	Workshop Practice	Thursday	9.15—12.30
	Mathematics	"	1.45—2.45
D.Plumb.3.	Theory and Drawing	"	2.45—4.45
	Craft Science }	Friday	6.45—9.0
	Geometry } half session each	Wednesday	6.45—9.0
D.Plumb.3.	Theory and Drawing	Monday	9.15—12.30
	Workshop Practice	"	1.45—4.45
	Building Construction I	Friday	6.45—9.0

Evening

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
E.Plumb.3.	Workshop Practice	Monday	6.45—9.0
	Theory and Drawing	Thursday	6.45—9.0
	Building Construction I	Friday	6.45—9.0
E.Plumb.4.	Workshop Practice	Tuesday	6.45—9.0
	Theory and Drawing	Wednesday	6.45—9.0
	Building Construction II	Friday	6.45—9.0

Plumbing—(Lead Burning and Bronze Welding)

Operative Plumbers wanting instruction in lead burning and bronze welding should consult the Head of Department.

	<i>Subject</i>	<i>Day</i>	<i>Time</i>
E.Plumb.	Workshop Practice (Welding, etc.)	Thursday	6.45— 9.0

Sanitary and Domestic Engineering in Relation to Plumbers' Work

Applicants for this course should consult the Head of Department for further details.

PRELIMINARY COURSES**Full-time**

This one-year course is arranged for post secondary school students of about 15 years of age, who wish to enter the building industry as apprentices, and who qualify at the special entrance examination (see General Information, para. 19). About one-third of the time is devoted to craft instruction and the remainder to general educational subjects.

Part-time Day and Evening

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
D.B.P. 1(b)	General Science	Monday	9.15—10.46
	English	"	11.0 —12.30
	Mathematics	"	1.45— 3.15
	Technical Drawing	"	3.15— 4.45
D.B.P. 1(a)	English	Tuesday	9.15—10.45
	General Science	"	11.0 —12.30
	Technical Drawing	"	1.45— 3.15
	Mathematics	"	3.15— 4.45
D.B.P. (d)	English	Friday	9.15—10.45
	General Science	"	11.0 —12.30
	Technical Drawing	"	1.45— 3.15
	Mathematics	"	3.15— 4.45
D.B.P. (c)	Mathematics	Thursday	9.15—10.45
	General Science	"	11.0—12.30
	English	"	1.45— 2.45
	Technical Drawing	"	2.45— 4.45

CRAFT INSTRUCTION

E.B.P.	Brickwork	Thursday	6.45— 9.0
	Carpentry and Joinery	Friday	6.45— 9.0
	Plumbing	"	6.45— 9.0
	Plastering	"	6.45— 9.0
	Masonry	(To be arranged)	6.45— 9.0

NOTE:—Part-time day and evening Preliminary courses will be held at the Village Colleges at Impington and Sawston for students resident in these areas. Intending students should apply to the appropriate Village College early in September.

MISCELLANEOUS COURSES

Foremanship Course

General Foremanship in the Building Industry—Intensive Course.

<i>Subject</i>	<i>Day</i>	<i>Time</i>
E.G.F.1 Revision of General Building Practice	Wednesday	6.45— 9.0
Elementary Mensuration and Surveying	„	6.45— 9.0
E.G.F.2 Site Planning and Organisation ...	(to be arranged)	6.45— 9.0
Site Administration ...	„ „ „	
Personnel Management and Welfare	„ „ „	

The College is the Headquarters of the Cambridge and District Association of Builders' Foreman and Clerks of Works.

(For particulars see pages dealing with Activities Associated with the College.)

General Operatives Course

This course is designed to meet the needs of the General Operative. Application for details should be made to the Head of Department at the beginning of the session.

Land Surveying

A course in Land Surveying is usually arranged during the Summer Term.

AWARDS AND PRIZES

Prizes are awarded annually by the Cambridge Building Trades Employers' Association, the Cambridge Chapter of Architects (for students in Architecture), the Amalgamated Society of Woodworkers, The Plumbing Trade Union, the Amalgamated Union of Building Trades Workers, the C.T.C. Building Students' Society and others. The awards are made on the result of the complete year's work.

Awards are also offered, subject to conditions, to apprentices, young craftsmen, and students in Building by the National Federation of Building Trades Employers, the Eastern Federation of Building Trades Employers and the Building Apprenticeship and Training Council.

CATERING AND DOMESTIC SCIENCE DEPARTMENT

Head of Department :

MISS E. R. MAIN, Dom. Sci. Dip. (Lond.), M.H.C.I.

Assistant Lecturers :

MISS M. GRUGEON, N.F.U. Cert.	Course Tutor, Nursery Nursing
MRS. P. W. G. KENYON, Dom.Sci.Dip. (London)	Cookery and Housecraft
C. D. PACKWOOD, Tech. Cert., A.M.H.C.I., M.F.C.A.	Cookery and Catering
MISS C. B. M. WELLS, C.G.L.I.	Dressmaking and Tailoring
MISS K. R. WICKENS, Dom.Sci.Dip. (Lond. and Liverpool)	Dressmaking and Cookery

Part-time Staff :

MRS. J. A. CLEMMOW, Dom.Sci.Dip. (Lond.)	Cookery
F. T. CONNER, Tech. Cert. (Westminster), M.H.C.I.	Advanced Cookery
W. EMERSON	Waiting
MRS. E. E. EVERISS, Dom.Sci.Dip. (Manchester)	Cookery and Housecraft
MISS E. HENLEY	Cookery
MRS. C. HILLMAN	Nutrition and Services
H. L. M. HOSKINS	Biology
MRS. C. W. HOUGH FRANKL, S.R.N.	Health Education
MRS. E. A. LAYTON, Dom.Sci.Dip. (Manchester)	Dressmaking
MRS. M. MARKHAM, Cordon Bleu, N.T.C.D.S.	Cookery
MRS. W. M. PARKER, C.G.L.I. Final	Embroidery
MRS. A. B. RADFORD, Dom.Sci.Dip. (Glas.)	Cookery and Needlework
MRS. M. TRIM	Art
A. P. SLOOTS, Tech Cert. (Westminster)	Advanced Cookery

The work of the department falls under the following headings:

1. Cookery and Catering
2. Dressmaking
3. Embroidery
4. Needlework
5. Nursery Nursing

Courses are provided for those who are already in, or wish to enter, hotel and catering and dressmaking trades, and for others who wish to obtain recognised qualifications.

The Head of Department will normally be available for consultation during the Autumn and Spring terms on Mondays from 6 to 6.30 p.m., and at other times by appointment.

COOKERY AND CATERING

Advanced Cookery for Hotels and Catering Establishments

This part-time course leads to the City and Guilds examination in Advanced Cookery for Hotels and Catering Establishments (No. 151). It is intended for people employed in the catering industry, especially cooks in hotels, schools, hospitals and industrial canteens. Candidates cannot be admitted to the course unless they have had at least one year of full-time training or two years of trade experience. Attendance is required for six hours weekly for one year or two years: the examination is held at the end of June.

Tuesday 2.30—6.30
 7.0—9.0

Basic Catering

Full-time

This is a course of two years' duration for post Secondary School students over fifteen years of age, who wish to enter some branch of the catering industry. Entrance is normally limited to those who qualify in the special entrance examination (see General Information, paragraph 19). During the course students are entered for the City and Guilds Basic Catering Examination No. 150.

Part-time

This course is intended for students who have recently joined the catering industry, and leads to the City and Guilds Basic Catering Examination No. 150. It includes Cookery, Kitchen Practice and Hygiene, Calculations for Caterers, Catering Commodities, Counter Service, Waiting and Services. Attendance is required for six hours weekly for two years. The examination is held at the end of June.

DBC. II. Monday 2.15— 5.15
 5.45— 8.45
DBC. I. Thursday 2.15— 5.15
 5.45— 8.45

Plain Cookery

This is a part-time course of at least three year's duration, covering the syllabus of the City and Guilds Plain Cookery Examination No. 149.

Stage I (Plain Class Cookery) is suitable for those who have little or no cookery experience. It will cover basic foundation quantities and most methods of cookery. Students are required to attend for one evening or one morning. At the end of the course there will be a practical test to determine which students are suitable to proceed to *Stage II* in the following year.

DPC. Ia Tuesday 9.30—12.30
EPC. Ib „ 7.0 — 9.0
EPC. Ic Thursday 7.0 — 9.0
EPC. Id Friday 6.30— 8.30

Stage II (Superior Household Cookery) is suitable for students who have passed the examination at the end of Stage I or who have similar qualifications. Attendance is required for one evening each week for one year.

E.P.C. II Wednesday 6.30—8.30

Stage III completes the course for the City and Guilds Plain Cookery Examination. Attendance is required for two sessions each week until the examination which is held in May, and comprises a three-hour written paper and a three-hour practical test.

E.P.C. III Theory	Thursday	7.0—9.0
Practical	Monday	6.0—9.0

Waiting

This part-time craftsman's course for waiters and waitresses is suitable for those intending to enter and those already in the trade. It includes both practical and theoretical instruction, and covers the syllabus of the Hotel and Catering Institute's Intermediate Examination (Part A). Attendance is required for five hours each week for 20-24 weeks.

Thursday	2.30—5.0
	6.0—8.30

Institutional Cookery

A course of ten lectures and demonstrations of cookery methods suitable for workers in industrial canteens, hospitals and the schools meals service, will be held during the autumn or spring terms.

Wednesday 6.30—8.30

High-class Cookery

A course of ten lectures and demonstrations of cookery suitable for the housewife with a good knowledge of plain cookery will be held during the autumn or spring terms.

Wednesday 6.30—8.30

NOTE:—All students taking Cookery must wear an overall preferably white, and those taking Catering must also wear caps. They should bring a tea-cloth, a dish-cloth, and suitable dishes for taking home food which they have cooked. A charge will be made for all ingredients supplied.

DRESSMAKING

The following courses cover the syllabus of the City and Guilds Ordinary Dressmaking examination.

Full-time

This course, which is normally of two years' duration, is intended for post Secondary students over fifteen years of age. Entrance is normally limited to those who qualify at the special entrance examination (see General Information, paragraph 19).

Part-time

Stage I (Elementary Dressmaking) is suitable for those who have little dressmaking experience. It aims to give a good basic knowledge and includes block pattern cutting, with simple adaptation for blouse and skirt. Students are required to attend for one evening each week.

ED I a	Tuesday	6.30—8.30
ED I b	Friday	6.30—8.30

Stage II (Advanced Dressmaking) is for students who have satisfactorily completed Stage I. Advanced pattern cutting and decorative processes will be applied to practical dressmaking. Students are required to attend for one evening or one afternoon each week.

*DD II a	Tuesday	2.30—4.30
ED II b	Wednesday	6.30—8.30

Stage III completes the course for the City and Guilds Preliminary and Ordinary examinations. Students must attend twice a week throughout the year.

ED III a	Monday	6.0 —8.30
ED III b	Wednesday	6.30—8.30

Home Dressmaking

The following class is suitable for those wishing to make dresses or dress accessories at home.

*DD I c	Tuesday	2.30—4.30
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Teachers' Certificate

This is a part-time course to cover the requirements of the City and Guilds Teachers' Certificate. Attendance is required twice weekly for two years, and students must have a first-class certificate in either Needlework or Dressmaking.

NOTE:—All students will be expected to provide their own material, spools, etc.

* Fees as for evening classes.

EMBROIDERY

The classes are arranged so that special attention can be given to individual requirements.

Two parallel courses will be run : —

*Monday	5.0 —6.30
Tuesday	6.30—8.30

Advanced Embroidery

This covers most branches of embroidery. Special attention will be given to individual requirements.

*Wednesday	2.45—4.45
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Courses to cover the requirements of City and Guilds Examinations

Friday	6.0 —8.30
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NEEDLEWORK

This is a part-time course for students who are interested in making lingerie and children's clothes. One term will be spent on each.

Thursday	6.30—8.30
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NURSERY NURSING

Preliminary Course

This a full-time one year course for students over 15 years of age who intend to take up Nursery Nursing.

Entrance is normally limited to those who qualify at the special entrance examination (see General Information, para. 19).

Course for National Nursery Certificate

This is a two year course which covers the requirements of the National Nursery Certificate Examination. Students attend two days per week at the College and spend the rest of the week in practical training in nurseries and nursery schools. (Application for admission should be made to the Chief Education Officer, Shire Hall, in May.)

* Fees as for evening classes.

DEPARTMENT OF COMMERCE AND PROFESSIONAL STUDIES

Head of Department :

C. L. CLARKE, B.Com., B.Sc. (Econ.)

Lecturers :

C. E. LEESON, Final C.I.S.	Shorthand, Typewriting
J. W. TAYLOR, B.Sc. (Econ.)	Government

Assistant Lecturers :

MRS. J. BRIDGES	Shorthand, Typewriting
J. W. COWAN, F.C.T.S., F.I.P.S.	Shorthand, Typewriting
R. A. HUTCHINS, B.Sc. (Econ.)	Commerce, Economics
MISS E. S. LESSEY, B.A., P.C.T.	Shorthand, Typewriting
W. L. LIVERMORE, A.C.I.S.	Law, Economics
MISS H. M. PALMER, F.F.T.Com., P.C.T., R.S.A. Bronze Medallist	Shorthand, Typewriting
W. H. SOWERSBY, A.A.C.C.A., A.C.I.S.	Accountancy

Part-time Staff :

A. C. S. ANDREWS	Typewriting
J. B. BATES	Mathematics
MRS. B. J. CHAPMAN, A.F.T.Com.	Typewriting
MRS. J. M. CLARKE, R.S.A.T.C.	Typewriting
R. E. CLARK, A.A.C.C.A.	Book-keeping
MRS. P. CLARKE, P.C.T.	Shorthand, Typewriting
A. COOPER	Hairdressing
MRS. V. Q. DORLING, R.S.A.T.C.	Shorthand
R. F. M. EARL, A.I.B.	Banking
A. E. F. FEWELL	Salesmanship
A. H. B. GILLINGHAM	Accountancy
MRS. P. E. HARVEY, P.C.T., R.S.A., Bronze Medallist	Shorthand, Typewriting
MRS. J. LEESON, P.C.T.	Shorthand
N. McCLEMENT, Ll.B.	Law
MISS D. PAPWORTH	Hairdressing
MRS. P. M. PHILLIPS, P.C.T.	Shorthand
D. RAYMOND, B.Sc. (Econ.)	Economics
S. SMITH, B.Sc.	Mathematics
MRS. E. SKIPPINGS	Hairdressing
MRS. M. TARRANT	Typewriting
A. V. P. THACKERAY	Book-keeping
I. VERNON	Window Display
MISS U. E. WARD, R.S.A.T.C.	Typewriting

The Head of the Department of Commerce and Professional Studies will normally be available for consultation each Monday during the Autumn and Spring terms from 6.30 to 8.0 p.m., and at other times by appointment.

The Department provides facilities for those students who wish to qualify for executive positions in Commerce, Industry and Government, and for secretarial and clerical posts. Full-time, part-time day, and evening courses are provided in a wide variety of subjects, and for a large number of public examinations. The courses are classified under the following headings:—

- I. London University Degrees in Economics or Laws.
- II. Accountancy.
- III. Company Secretaryship.
- IV. Local Government.
- V. Banking.
- VI. Management and Foremanship.
- VII. General Business Courses.
- VIII. Retail Trade.
- IX. Courses for Private Secretaries and Shorthand-Typists.
- X. Teachers' Certificates.
- XI. Miscellaneous Courses.

I. LONDON UNIVERSITY DEGREES

B.Sc. (Econ.) Degree Preliminary

The B.Sc. (Econ.) degree is a suitable qualification for teaching posts or responsible positions in the Civil Service, Local Government, University Administration or Industry.

The course for the Preliminary Examination can be completed in either one year of day and evening or two years of evening study. Students who have not matriculated should take the subjects listed below at Advanced Level in the General Certificate of Education; by so doing they can matriculate and obtain exemption from the Preliminary Examination at the same time.

Part-time Day and Evening

Facilities may be available for the study of British Constitution Economics and a language by day, and additional evening classes should be selected to complete the course.

Evening

<i>Subject</i>	<i>Day</i>	<i>Time</i>
Economics II	Monday	6.30— 8.30
Geography	Friday	6.30— 8.30
British Constitution	Thursday	6.30— 8.30

Special arrangements can be made for students wishing to take other subjects.

B.Sc. (Econ.) Degree Final

This course will normally involve classes on three evenings per week, but part-time day facilities may be provided in certain subjects. Candidates must have passed (or obtained exemption from) the Preliminary Examination.

The following selection of subjects has been arranged particularly for those engaged in public administration. Similar classes, e.g. in the special subject of Industry and Trade, can be arranged for those in business who would previously have taken the B.Com. degree of the University of London.

Evening

<i>Subject</i>	<i>Day</i>	<i>Time</i>
History of Political Ideas	Tuesday	6.30— 8.30
Economics III	Wednesday	6.30— 8.30
Economic History	Thursday	7.30— 9.0

Classes will be arranged in the following subjects in subsequent years:—
Political History, Elements of Government, Structure of International Society,
Elements of English Law, and Statistics.

LL.B. Degree

A Law Degree Course provides a valuable preliminary training not only for the prospective solicitor or barrister but also for those seeking high administrative appointments.

The following classes will be provided during the present session:

<i>Subject</i>	<i>Day</i>	<i>Time</i>
Law of Tort	Tuesday	6.30— 7.30
Real Property and Conveyancing	Tuesday	7.30— 8.30
or Constitutional Law	Tuesday	6.30— 8.30
Law of Contract	Thursday	6.30— 8.30

The class in Law of Contract meets in the Autumn Term only.

II. ACCOUNTANCY

These courses are suited to the needs of students working for the intermediate and final examinations of the professional accountants' associations: the Institute of Chartered Accountants, the Society of Incorporated Accountants and Auditors, the Institute of Cost and Works Accountants, and the Association of Certified and Corporate Accountants. Where enrolments in particular subjects are insufficient to justify separate classes a tutorial class will be arranged.

Intermediate Accountants' Course

Before proceeding to Intermediate Examinations, students must have passed, or obtained exemption from the appropriate Preliminary Examinations. Students not so qualified may have special time-tables arranged.

Full-time

Suitable students may take a one year full-time course in basic subjects, including Accountancy, Economics and Law, in preparation for the intermediate examinations of the professional associations.

Part-time Day and Evening

Students who can attend during the day should select additional evening classes as appropriate.

<i>Subject</i>	<i>Day</i>	<i>Time</i>
Accounts	Thursday	1.45— 3.15
Costing	"	3.15— 4.45

Evening

Students choose from the following subjects and take intermediate examinations after two years.

<i>Subject</i>	<i>Day</i>	<i>Time</i>
Accounts II	Monday	6.30— 8.45
Company Law I	Tuesday	6.30— 8.30
Accounts I	Wednesday	6.30— 8.45
Costing	Wednesday	6.30— 8.30
Mercantile Law I	Thursday	6.30— 8.30
Economics I	Friday	6.30— 8.30
Partnership, Exec. Law and Accounts and Auditing	} Times to be arranged	
Income Tax Law and Practice ...		
General Commercial Knowledge ...		

Final Accountants' Course

Students select from the following classes according to their needs, and take final examinations after two years.

<i>Subject</i>	<i>Day</i>	<i>Time</i>
Legal Aspects of Industry and Commerce	Monday	6.30— 8.30
Company Law II	Tuesday	6.30— 7.30
Mercantile Law II	"	7.30— 8.30
Economics III	Wednesday	6.30— 8.30
General Commercial Knowledge ...	"	6.30— 7.30
Factory Management	"	7.30— 8.30
Statistics	Friday	6.30— 8.30
Accountancy	} Times to be arranged	
Exec. Law, Accounts and Costing ...		
Income Tax Law and Practice ...		
Auditing		

III. COMPANY SECRETARYSHIP

These courses are suitable for those preparing for the Associateship Examinations of the Chartered Institute of Secretaries and other professional secretarial bodies. Students passing College sessional examinations may be granted exemption in corresponding subjects from the Intermediate Examination of the Chartered Institute of Secretaries. Students take a selection of subjects according to their needs.

Before proceeding to Intermediate Examinations students must either have passed or obtained exemption from the Preliminary Examination. Students not thus qualified may have special timetables arranged. Where the enrolments in particular subjects are insufficient to justify separate classes a tutorial class will be formed.

Intermediate Secretaries' Course

Full-time

Suitably qualified students may take a year's full-time course in the basic subjects, including Accountancy, Economics and Law, and sit for Part A of the Intermediate Examination of the Chartered Institute of Secretaries as internal students.

Part-time Day and Evening

Year	Subject			
1	Accountancy	Thursday	1.45—	3.15
	General Principles of Law	"	3.15—	4.45

Additional subjects of the first year course are taken by attendance at evening classes as necessary.

Evening

Students in need of introductory classes should attend Accounts I Wednesday 6.30—8.45.

Year	Subject	Day	Time
1	Accounts II	Monday	6.30— 8.45
	General Principles of Law	Thursday	6.30— 8.30
	Economics I	Friday	6.30— 8.30
2	Company Law I	Tuesday	6.30— 7.30
	Secretarial Practice I	"	7.30— 8.30
	English	Friday	6.0 — 7.30

Final Secretaries' Course

Evening

Year	Subject	Day	Time
1	Accountancy	Wednesday	6.30— 8.30
	Secretarial Practice II	Tuesday	6.30— 8.30
2	Company Law II	"	6.30— 7.30
	Mercantile Law II	"	7.30— 8.30
	Economics III	Wednesday	6.30— 8.30

IV. LOCAL GOVERNMENT

These courses prepare those engaged in Local Government for the Local Government Promotion Examinations. Attendance is required each week on one half-day and evenings as appropriate.

Clerical Course

<i>Subject</i>		<i>Day</i>	<i>Time</i>
Government (Central and Local)	...	Monday	9.15—12.30
English	Monday	6.30— 8.30

Diploma in Municipal Administration (Intermediate)

<i>Subject</i>		<i>Day</i>	<i>Time</i>
Government (Central and Local)	...	Thursday	9.15—12.30
English	Friday	6.0 — 7.30
Economics II	Monday	6.30— 8.30
Constitutional Law	Tuesday	6.30— 8.30

Diploma in Municipal Administration (Final)

<i>Year</i>	<i>Subject</i>	<i>Day</i>	<i>Time</i>
1	Principles of Public Administration (Central and Local)	...	Wednesday 9.15—12.30
	The Social Services	...	Friday 6.30— 8.30
2	Political Institutions	...	Classes in these subjects will be provided in session 1955/56.
	Social and Political Theory	...	

Other arrangements will be made for students wishing to take subjects not shown above.

V. BANKING

Institute of Bankers' Course

This course is designed to meet the needs of banking staff working for the Banking and Trustee Diploma Examinations of the Institute of Bankers. Since the College has been recognised as an approved teaching institution, students passing College sessional examinations in first and second year subjects may be exempted from the Institute's examinations in those subjects.

<i>Year</i>	<i>Subject</i>	<i>Day</i>	<i>Time</i>
1	Commercial Geography	Monday	7.30— 9.0 ^{6.0} ^{7.30}
	Book-keeping	Wednesday	6.30— 8.45
	English	Friday	6.0— 7.30
2	General Principles of Law	Thursday	6.30— 8.30
	Economics I	Friday	6.30— 8.30
3	Accountancy II	Monday	6.30— 8.45
	Commercial Law	Thursday	6.30— 8.30
	Banking	Friday	6.30— 8.30

Students passing in all subjects of the first and second year courses may proceed to Part II of either the Banking or Trustee Diploma Examination.

Third Year Classes meet the needs of candidates for Part III (Section I) of the Banking Diploma Examination ; students working for Part II (Section II) of the Banking Diploma Examination or for the Trustee Diploma Examination should consult the Head of the Department.

VI. MANAGEMENT AND FOREMANSHIP

Intermediate Management Courses

These courses are intended for men and women over the age of twenty who wish to train for executive positions in the business world. Students are prepared for the Common Intermediate Examination and proceed to the Final Examination of one of the following Management bodies:—

- The Institute of Industrial Administration.
- The Office Management Association.
- The Incorporated Sales Managers' Association.
- The Purchasing Officers' Association.
- The Institute of Personnel Management.

Part-time Day and Evening

The course may be completed in three years, attendance being required on one day and one evening weekly.

Year	Subject	Day	Time
1	Nature of Management	Thursday	10.30—12.30
	Accountancy and Costing	"	1.45— 4.45

Selected evening classes will also be taken.

Evening Year	Subject	Day	Time
1	Economic Aspects of Industry ...	Monday	6.30— 8.30
	Evolution of Modern Industrial Organisation	Tuesday	7.30— 9.0
	Nature of Management	Friday	6.0 — 7.30
2	Legal Aspects of Industry and Commerce	Monday	6.30— 8.30
	Financial and Cost Accounting ...	Wednesday	6.30— 8.30
	Statistical Method	Friday	7.30— 9.0
3	Psychological Aspects of Industry ...	To be arranged.	
	Office Organisation and Method ...		
	Work Measurement and Incentives ...		

Foremanship and Supervision

The objects of the course are to provide preliminary education in the duties and obligations of supervision, a refresher course for existing foremen and supervisors, and an introduction to the further study of management subjects. A certificate issued by the Institute of Industrial Administration will be granted to those who are successful in the examinations.

Part-time Day and Evening

Year	Subject	Day	Time
1	Elements of Supervision	Wednesday	2.0 — 4.0
	Industrial History and English ...	"	4.15— 6.15
2	General Principles of Foremanship and Supervision	Thursday	2.0 — 3.30
	Elements of Labour Management ...	"	3.30— 5.0
	Principles of Production Planning ...	"	6.0 — 7.30
	Principles of Remuneration, Estimating and Costing	Tuesday	7.0 — 8.30

Suitable students may be exempted from the first year of the course.

VII. GENERAL BUSINESS COURSES

Commercial

Senior Full-time

This is a one year course of training in basic professional studies and is arranged to meet the needs of suitably qualified students who wish to train as Company Secretaries or Professional Accountants, or to follow an advanced course leading to the College Certificate in Commercial Studies.

Accountancy, Law, Economics, Statistics, Office Organisation and Methods, Foreign Languages and other subjects may be studied ; students' timetables will be arranged according to their needs.

Ordinary Full-time

Subjects studied include Book-keeping, Commercial Mathematics, Typewriting and Office Practice as well as subjects of general Education. Suitable students are prepared for the preliminary examinations of the professional secretarial and accountancy bodies and subsequently join the Senior Course. Enrolment is normally restricted to those qualifying in the special entrance examination (see General Information, para. 19).

Ordinary National Certificate in Commerce

This course, which is of two years' duration, is recommended to students wishing to obtain a sound commercial training or to secure a useful background to subsequent professional studies. Entrants to the course should normally hold a General Certificate of Education (Ordinary Level) in English and two other subjects, or have passed an examination of equivalent standard. In exceptional cases, students without these qualifications may be accepted if they can give evidence of their ability to profit by, and complete the course satisfactorily. Students who have satisfactorily completed the College full-time Commercial Course may be admitted to second year classes.

<i>Year</i>	<i>Subject</i>	<i>Day</i>	<i>Time</i>
1	Structure of Commerce	Tuesday	6.30— 8.30
	Accounting I	Wednesday	6.30— 8.45
	Elements of Law (Autumn Term) ...	Thursday	6.30— 8.30
	Economic Geography (Spring and Summer Terms)	"	6.30— 8.30
2	Accounting II	Monday	6.30— 8.45
	English (Autumn Term)	Thursday	6.30— 8.30
	Law relating to Commerce (Spring and Summer Terms)	"	6.30— 8.30
	Economics	Friday	6.30— 8.30

VIII. RETAIL TRADE

Grocers' Examination Course

Students are prepared for the Examinations of the Institute of Certificated Grocers.

<i>Year</i>	<i>Subject</i>	<i>Day</i>	<i>Time</i>
1	Commodities	Monday	6.30— 7.10
	Trade Calculations and Elements of Commerce	"	7.10— 7.50
	Shop Practice and Salesmanship	"	7.50— 8.30
2	Book-keeping	Monday	6.30— 8.30
	Commodities	Wednesday	6.30— 7.30
	Salesmanship	"	7.30— 8.30

Hairdressing

Entry to this course is restricted to hairdressers' apprentices. The three years' course of study prepares students for the Hairdressing Certificate examinations of the City and Guilds of London Institute.

<i>Subject</i>	<i>Day</i>	<i>Time</i>
Practical Hairdressing	Monday	7.0 — 9.0
Hairdressing Technology	Friday	6.30— 8.30

Suitable candidates may be accepted for day classes in general educational subjects in addition to the specialised trade classes in the evening. Details of such classes are shown under General Retail Distribution.

Retail Trades Junior Certificate

This is a new course provided specially for employees holding junior positions in the retail distributive trades. Students are required to attend one half-day and one evening per week and are prepared for the City and Guilds of London Institute examination at the end of the second year.

The second year course shown below caters for students who attended during the season 1953/54 and who are not taking the Certificate Course. The subject will be changed for the next session to agree with the requirements of the C. & G.L.I.

<i>Year</i>	<i>Subject</i>	<i>Day</i>	<i>Time</i>
1	English	Tuesday	9.15—10.15
	Sources & Distribution of Commodities	"	10.30—11.30
	Calculations for Retailing	"	11.30—12.30
	Elements of Retailing	Friday	6.30— 7.30
2	Business Calculations	Monday	9.15—10.15
	Commerce	"	10.30—11.30
	or Accounts	"	9.15—11.15
	English	"	11.30—12.30

IX. COURSES FOR PRIVATE SECRETARIES AND SHORTHAND-TYPISTS

Secretarial

Students wishing to train for a secretarial career are strongly recommended to take a full-time course. The Senior full-time course, described below, prepares students for secretarial posts in nine months, but to reach a similar standard by part-time attendance, three or four years are necessary.

Senior Full-time

This course is designed to meet the needs of students who have secured the General Certificate of Education (Ordinary Level) in English Language and other approved subjects. Candidates not possessing these qualifications may be admitted in exceptional cases on passing a College entrance examination. Students take, in addition to Shorthand and Typewriting, Accounts, Secretarial Practice, English and Speech Training. Facilities are provided for the study of optional subjects which include foreign languages, music and physical training.

The College Certificate in Private Secretaryship is awarded to students securing practical speeds in Shorthand and Typewriting and reaching the required standard in English and Secretarial Practice. Qualified students are eligible for responsible appointments as Private Secretaries in the Professions, University Administration, Commerce, Industry and Government.

The course begins in September and finishes in the following July. Early application for an interview should be made to the Head of the Department. Late applicants cannot be accepted.

Ordinary Full-time

This course, which is of two years' duration, provides a comprehensive training in secretarial and commercial subjects; students also continue their general education. Students are admitted at the age of 15 and entry is normally restricted to those who qualify in the entrance examination (see General Information, para. 19).

Shorthand-Typists' Courses

A high standard in English is required for these courses, and applicants for first year classes who have not passed the General Certificate of Education examination in English Language will be required to take an entrance test in this subject. All students are strongly recommended to attend one of the classes in English, mentioned on page 53, in addition to Shorthand and Typewriting. Students are prepared for the examinations of the Royal Society of Arts and London Chamber of Commerce. A Shorthand Verbatim Reporting Competition will be held in the Spring Term.

Part-time Day and Evening

Beginners' Course

	Subject			Day	Time
D.Sec. I	Shorthand	Monday	1.45—2.45
	Typewriting	"	2.45—3.45
	Shorthand	"	3.45—4.45
	Shorthand	"	5.0—6.0
	Typewriting	Wednesday	6.30—8.30
	English	Friday	7.30—9.0

Continuation Course

	Subject			Day	Time
D.Sec. (Cont.)	Typewriting continuation	Friday	9.0—10.30
	Shorthand Theory Revision and				
	Low Speed	"	10.45—12.45
	English	"	6.0—7.30

Intermediate Course

	Subject			Day	Time
D.Sec. II	Shorthand 60/80	Tuesday	1.45—3.45
	Typewriting II	"	4.0—5.30
	or English	"	4.0—5.0

Advanced Course

	Subject			Day	Time
D.Sec. III	Shorthand 90+	Tuesday	1.45—3.45
	Typewriting III	"	4.0—5.30
	or English	"	4.0—5.0

Evening

Beginners' Courses

All applicants who have not satisfactorily mastered the typewriter keyboard, or covered the shorthand theory, are strongly advised to take a beginner's course. Evidence of the standard of work already reached will be required from applicants for the more advanced courses.

Only those students who require a complete course may enrol for classes 1A and 1B. Adult students who wish to take one subject only will be accepted in class 1C.

	Subject			Day	Time	Room
E.Sec. 1A	Shorthand	Monday	6.30—7.30	113
	Typewriting	"	7.30—8.30	113
	Shorthand	Thursday	6.30—7.30	113
	Typewriting	"	7.30—8.30	113
	English	Friday	7.30—9.0	—
E.Sec. 1B	Shorthand	Tuesday	6.30—8.30	99
	Typewriting	Thursday	6.30—8.30	95
	English	Friday	7.30—9.0	—
E.Sec. 1C	Shorthand	Wednesday	6.30—8.30	112
	Typewriting	Friday	6.30—8.30	113

Continuation Course

	<i>Subject</i>		<i>Day</i>	<i>Time</i>	<i>Room</i>
E.Sec. Cont.	Typewriting (Continuation)		Tuesday	6.30— 8.30	95
	Shorthand Theory Revision and Low Speed		Thursday	6.30— 8.30	112
	English		Friday	6.0 — 7.30	—

Intermediate Course

	<i>Subject</i>		<i>Day</i>	<i>Time</i>	<i>Room</i>
E.Sec. II	Typewriting II		Monday	6.30— 8.30	95
	Shorthand 80/90		Tuesday	6.30— 8.30	—
	or Shorthand 50/70		Wednesday	6.30— 8.30	—
	English		Friday	6.0 — 7.30	—

Advanced Course

The particular classes selected must be approved by a member of the staff at enrolment. Newcomers to the College should endeavour to bring evidence of present attainment.

	<i>Subject</i>		<i>Day</i>	<i>Time</i>	<i>Room</i>
E.Sec. III	Shorthand 100/110		Monday	6.30— 8.30	95
	Typewriting III A		Tuesday	6.30— 8.30	112
	Typewriting III B		Wednesday	6.30— 8.30	112
	Shorthand 120+		Thursday	6.30— 8.30	99
	Shorthand 90/100		Friday	6.30— 8.30	113

*Students under 18 years of age must enrol for a complete course of Shorthand, Typewriting and English.

Students under 16 years of age are not normally admitted to these courses, Suitable preliminary courses are run at Chesterton and Coleridge evening centres. Enrolments should be made at the Centres on Monday, September 27th between 7.00 and 9.00 p.m.

X. TEACHERS' CERTIFICATES

These courses prepare suitably qualified students for the Teachers' Certificates examinations of the Royal Society of Arts. Applicants should normally have obtained the General Certificate of Education (Ordinary Level) in English Language and at least three other subjects. The College is an approved examination centre.

Typewriting Teachers' Course

<i>Subject</i>	<i>Day</i>	<i>Time</i>
Principles and Practice of Teaching ...	Monday	6.30—8.30
Typewriting (Teachers')	Tuesday	6.30—8.30
Typewriting III	Wednesday	6.30—8.30

Shorthand Teachers' Course

Principles and Practice of Teaching ...	Monday	6.30—8.30
The Principles of Pitman's Shorthand	Tuesday	6.30—8.30
Shorthand 120+ speed class... ..	Thursday	6.30—8.30

XI. MISCELLANEOUS COURSES

Law Clerks' Course

<i>Subject</i>	<i>Day</i>	<i>Time</i>
Law of Tort	Tuesday	6.30—7.30
Real Property and Conveyancing	"	7.30—8.30
Law of Contract	Thursday	6.30—8.30

The class in Law of Contract Act meets in the Autumn Term only.

Institute of Transport : Graduateship Examination

Membership of the Institute is recommended to those seeking professional status in any branch of the Transport industry. Classes will be provided in the following subjects. Students requiring tuition in the specialist transport subjects should consult the Head of the Department.

<i>Subject</i>	<i>Day</i>	<i>Time</i>
1 English	Monday	6.30—8.30 ^{8.30} 7.30
Statistics	Friday	6.30—8.30
2 Economic Geography	Monday	6.30—8.30 ^{8.30} 7.30
Economics	Friday	6.30—8.30

Stationers' Course

A course of lectures, open to those employed in the Stationery Trade, will be held on Tuesdays, 7.0—8.45 p.m. Students are prepared for the examinations of the Stationers' Association of Great Britain and Ireland.

The opening date of the course will be announced later.

Salesmanship

A class in the general principles of Salesmanship will meet on Fridays from 7.0 to 8.30 p.m.

Window Display

A class in this subject, providing for the needs of students engaged in various branches of the Retail Trade, will meet on Wednesdays from 7.0 to 8.30 p.m.

Book-keeping and Accounts

Students who need training in these subjects are urged to take the full course of the Ordinary National Certificate in Commerce. Mature students who are unable to do so, may be admitted to one of the classes shown below :

<i>Subject</i>	<i>Day</i>	<i>Time</i>
Book-keeping	Monday	6.30—8.30
Accounts I	Wednesday	6.30—8.45
Accounts II	Monday	6.30—8.45

Students wishing to take this subject in part-time day classes should consult the Head of the Department.

ENGINEERING DEPARTMENT

Head of Department :

E. PURVIS, A.T.C. (Sund.), A.I.Mar.E., H.N.Dip.M.E.

Senior Lecturer :

J. W. GRAHAM, B.Sc. (Birm.) Radio Engineering

Lecturers :

N. HILLER, B.Sc. (Eng.), A.M.I.E.E. Electrical Engineering
W. H. LOVELL, B.Sc. (Eng.), Grad I.Mech.E. Mechanical Engineering

Assistant Lecturers :

L. G. BELLAIRS, A.M.I.E.E. Instrument Technology and
Drawing
I. BUCKERFIELD Workshop Practice
E. T. HARTLEY, A.M.I.Prod.E. Automobile Engineering
G. W. MARR, B.Sc. (Eng.), Grad.I.E.E. Electrical Measurements and
Mathematics
A. SOUTHGATE, A.M.I.E.E.. Electrical Engineering
J. TEASDALE, H.N.C.M.E. Mechanical Engineering
W. J. WHITE, A.M.I.Prod.E. Workshop Engineering

Part-time Staff :

R. BARRASS, Grad.I.E.E. Telecommunications
J. K. BAYLES Radio Service
M. L. CLARK, H.N.C.M.E. Technical Drawing
R. H. CLARKE, M.A. Applied Heat
H. B. COOPER Elem. Telecom. Practice
M. F. COUSINS Engineering Drawing
W. DRUMMOND, B.Sc. Telecommunications
M. P. FOX, B.Sc. (Eng.) Telecommunications
D. A. W. HALE, Grad.I.E.E. Electrotechnology
R. F. HOOD Technical Drawing
B. A. HORLOCK, Grad.I.E.E. Mathematics
G. A. HOULTON, A.M.I.Mech.E. Engineering Drawing
W. A. HUNT, H.N.C.E.E. Inst. Calcs. and Drawing
P. H. R. LANE, B.Sc. (Eng.) Practical Mathematics
H. MORRIS, A.M.I.E.E. Electrical Engineering
E. J. REEVE Telephone Exchange Systems
J. C. REYNOLDS Radio Service Work
D. P. SPITTLEHOUSE, H.N.C.E.E. Telecommunications
N. S. J. STEARN Engineering Drawing
E. J. STOCKS, B.Sc. (Eng.) Telecommunications
C. G. SUTCLIFFE Engineering Science
D. E. TURNBULL, B.Sc. (Eng.) Engineering Science
R. H. WALKER, B.Sc. Mathematics
B. G. WESTON, H.N.C.E.E. Mathematics
C. J. WILSON, B.A. Advanced Mathematics

Laboratory and Maintenance Staff :

S. G. NICHOLSON M. E. SMITH S. L. PULLAN J. THWAITES

The Head of the Engineering Department will normally be available for consultation each Tuesday evening during the Autumn and Spring terms from 6.0 to 8.0 p.m. and at other times by appointment.

The Work of the Engineering Department is organised into courses of related subjects. These have been designed to meet the requirements of the examinations of (a) the National Certificate schemes in which awards are issued jointly by the Ministry of Education and the appropriate Professional Institution, (b) the City and Guilds of London Institute, (c) the Union of Educational Institutions.

Preliminary Courses of one year duration, are designed to serve as an introduction to the Senior Courses for students who have not had a full-time education up to the age of 16 years or for those who require further instruction and experience before proceeding further.

Entrance to the full-time course is limited to those who qualify at the special entrance examination (see General Information, para. 19).

For admission to a Senior Course, which extends over three years, a student must have had full-time education in appropriate subjects or have passed satisfactorily through the corresponding Preliminary Course. Admission to the First Year of National Certificate Courses will normally be limited to students who have had full-time education up to the age of 16 years and who have qualifications of G.C.E. standard in Mathematics, Science, and Technical Drawing.

For admission to Advanced Courses, a student must normally be at least 19 years of age at the beginning of the College session and must either have passed satisfactorily through the corresponding Senior Course or must produce evidence of having recently reached the standard of the final examinations of that course.

Course Certificates are awarded for satisfactory study over a period of years and necessitate a minimum percentage of attendances as well as pass marks in each year of the course for class work, homework and examinations.

Most of the courses are organised on a part-time day release basis. This has been made possible by the co-operation of the Engineering employers in the district. A student is released from employment for either a whole day or half a day per week and the course is completed by attendance at one or two evening classes.

Certain evening courses are organised for students who are unable to secure part-time day release either because of their type of employment or because there are no suitable facilities at present available in the College during the day.

English has been included in each of the part-time day courses up to the Second Year, since it is essential that the spoken and written English of the students should advance with their technical knowledge. Facilities are provided in the Second Year of the National Certificate Courses and in the optional evening subjects of the Third Year for students who wish to take the Joint English Examination of the professional Institutions as the first step towards professional qualifications.

National Certificate Courses in Electrical Engineering

For those wishing to proceed to professional appointments in the design and research departments of electrical engineering industries.

Part-time Day and Evening Courses

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
SENIOR				
DE/M1	Mechanical Science	Monday	9.15—10.45
	Electrical Science	"	11.0—12.30
	English	"	1.45— 3.15
	Practical Mathematics	"	3.15— 4.45
DE1	Engineering Drawing	Wednesday	7.0 — 9.0
	Engineering Drawing	Wednesday	7.0 — 9.0
	Electrical Science	Thursday	9.15—10.45
	Mechanical Science	"	11.0—12.30
DE2	Practical Mathematics	"	3.15— 4.45
	English	"	1.45— 3.15
	Practical Mathematics	Monday	9.15—10.45
	English	"	11.0—12.30
DE3a	Electrical Engineering	"	1.45— 3.15
	Laboratory	"	3.15— 5.0
	Engineering Science	Thursday	7.0 — 9.0
	Electrical Engineering D.C.	Monday	9.15—10.45
DE3b	Laboratory	"	11.0—12.30
	Practical Mathematics	"	1.45— 3.30
	Electrical Engineering A.C.	"	3.30— 5.0
	Applied Mechanics	Wednesday	7.0 — 9.0
DE3b	Electrical Engineering D.C.	Friday	9.15—10.45
	Laboratory	"	11.0—12.30
	Practical Mathematics	"	1.45— 3.30
	Electrical Engineering A.C.	"	3.30— 5.0
	English for Prof. Engineers (<i>Optional</i>)	Friday	7.30— 9.0
ADVANCED				
DE4	Tutorial	Tuesday	9.0 —10.30
	Mathematics	"	10.30—12.30
	Radio Engineering <i>or</i>	"	"
	Electrical Measurements	"	2.0 — 3.30
DE5a	Laboratory	"	3.30— 5.30
	Electrical Engineering	Wednesday	7.0 — 9.0
	Electrical Engineering	Monday	7.0 — 9.0
	Mathematics	Wednesday	9.0 —11.0
DE5b	Tutorial	"	11.0—12.30
	Radio Engineering <i>or</i>	"	"
	Electrical Measurements	"	2.0 — 3.30
	Laboratory	"	3.30— 5.30
DE5b	Electrical Engineering	Monday	7.0 — 9.0
	Radio Engineering <i>or</i>	"	"
	Electrical Measurements	Wednesday	2.0 — 3.30
	Laboratory	"	3.30— 5.30
Post H.N.C. Evening Course	Mathematics	"	6.30— 8.30
	EE6 Advanced Mathematics	Wednesday	7.0 — 9.0
EE6	Applied Heat	Tuesday	7.0 — 9.30
	Light and Sound	Thursday	7.0 — 9.30

National Certificate Courses in Mechanical Engineering

For those wishing to proceed to professional appointments in design and drawing offices or production departments of mechanical engineering industries.

Part-time Day and Evening Courses

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
SENIOR				
DM1	Engineering Drawing	Thursday	7.0 — 9.0
	English	Friday	9.15—10.45
	Mechanical Science	„	11.0—12.30
	Practical Mathematics	„	1.45— 3.15
	Electrical Science	„	3.15— 4.45
DM2a	English	Monday	9.15—10.45
	Practical Mathematics	„	11.0—12.30
	Engineering Science	„	1.45— 3.30
	Engineering Laboratory	„	3.30— 5.0
	Engineering Drawing	Tuesday	7.0 — 9.0
DM2b	English	Monday	9.15—10.45
	Engineering Laboratory	„	11.0—12.30
	Engineering Science	„	1.45— 3.30
	Practical Mathematics	„	3.30— 5.0
	Engineering and Drawing	Friday	7.0 — 9.0
DM3	Electrical Engineering	Wednesday	7.0 — 9.0
	Practical Mathematics	Friday	9.15—10.45
	Workshop Technology	„	11.0—12.30
	Engineering Science	„	1.45— 3.30
	Engineering Laboratory	„	3.30— 5.0
	English for Prof. Engineers (<i>Optional</i>)	„	7.30— 9.0
ADVANCED				
DM4	Mathematics	Monday	7.0 — 9.0
	Engineering Design	Thursday	9.15—10.45
	Electrotechnology	„	11.0—12.30
	Laboratory	„	1.45— 3.45
	Applied Mechanics	„	3.45— 5.15
DM5	Electrotechnology	Monday	7.0 — 9.0
	Strength of Materials	Tuesday	2.0 — 3.30
	Laboratory	„	3.30— 5.30
	Theory of Machines	„	6.30— 8.30
Post H.N.C. Evening Course				
EM6	Industrial Administration	Tuesday and Thursday	7.0 — 9.0

Instrument Making

These courses lead to the examination for the Intermediate Certificate of the City and Guilds of London Institute at the end of the Third Year of the Senior Course. They are designed to promote understanding of the basic principles of science along with the development of Instrument Making techniques.

Part-time Day and Evening Courses

	<i>Subject</i>	<i>Day</i>	<i>Time</i>
PRELIMINARY			
DIMP	English	Thursday	9.15—10.45
	Science	"	11.0—12.30
	Workshop Practice	"	1.45— 3.15
	Calculations	"	3.15— 4.45
	Technical Drawing	Friday	7.0 — 9.0
SENIOR			
DIM1	Calculations	Monday	7.0 — 9.0
	Instr. Drawing & W. Technique... ..	Friday	9.15—10.45
	English	"	11.0—12.30
	Instr. Workshop Practice	"	1.45— 3.15
	Science	"	3.15— 4.45
DIM2	Calculations	Tuesday	7.0 — 9.0
	Instr. Drawing & W. Technique... ..	Wednesday	9.15—10.45
	Science	"	11.0—12.30
	Instr. Workshop Practice	"	1.45— 4.0
	English	"	4.0 — 5.0
DIM3	Instrument Drawing	Monday	7.0 — 9.0
	Instr. W. Technique & Practice	Tuesday	9.15— 12.30
	Calculations	"	1.45— 3.15
	Science	"	3.15— 5.15

Workshop Engineering

These courses lead to the examination for the Intermediate Certificate of the City and Guilds of London Institute at the end of the Third Year of the Senior Course. The work for the Final Certificate should occupy at least a further two years.

Part-time Day and Evening Courses

	<i>Subject</i>	<i>Day</i>	<i>Time</i>
PRELIMINARY			
DWP	Technical Drawing	Monday	7.0 — 9.0
	Engineering Science	Tuesday	9.15—10.45
	Calculations	"	11.0—12.30
	English	"	1.45— 2.45
	Workshop Practice	"	2.45— 4.45
SENIOR			
DW1	English	Monday	9.15—10.45
	W. Drawing or W. Practice... ..	"	11.0—12.30
	Workshop Technology	"	1.45— 3.15
	W. Practice or W. Drawing... ..	"	3.15— 4.45
	Calculations and Science	Tuesday	7.0 — 9.0

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
DW2	Calculations and Science	Wednesday	9.15—10.45
	Workshop Technology	"	11.0—12.30
	Workshop Drawing	"	1.45— 4.0
	English	"	4.0 — 5.0
	Workshop Practice	Tuesday or Thursday	7.0 — 9.0
DW3	Workshop Practice	Monday	7.0 — 9.0
	Workshop Technology	Thursday	9.15—10.15
	Workshop Drawing	"	10.30—12.30
	Calculations and Science	"	2.0 — 3.30
	Workshop Technology	"	3.30— 5.30
ADVANCED				
DW4	Workshop Practice	Monday	7.0 — 9.0
	Calculations and Science	Thursday	2.0 — 3.30
	Workshop Technology	"	3.30— 5.30
DW5	Calculations and Science	Tuesday	7.0 — 9.0
	Technology and Drawing	Wednesday	2.0 — 4.0
	Workshop Practice	"	4.0 — 5.30

Automobile Engineering

These Motor Vehicle Service Mechanics' Courses lead to the award, to successful candidates, of National Craftsman's Certificates after the end of the Senior Course. These certificates are awarded on the results of the course work together with the written examinations of the City and Guilds of London Institute and a Practical examination of the National Joint Industrial Council of the Motor Vehicle Repair Trades.

Part-time Day and Evening Courses

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
PRELIMINARY				
DAP	Workshop Practice	Monday	9.15—10.45
	Engineering Science	"	11.0—12.30
	English	"	1.45— 2.45
	Calculations	"	2.45— 4.45
	Technical Drawing	Thursday	7.0 — 9.0
SENIOR				
DA1a	Technology and Drawing	Wednesday	9.15—10.45
	M.V. Technology	"	11.0—12.30
	Engineering Science	"	1.45— 3.45
	English	"	3.45— 4.45
	Calculations	Thursday	7.0 — 9.0
DA1b	Calculations	Thursday	7.0 — 9.0
	Technology and Drawing	Friday	9.15—10.45
	M.V. Technology	"	11.0—12.30
	Engineering Science	"	1.45— 3.45
	English	"	3.45— 4.45
DA2	M.V. Technology	Monday	7.0 — 9.0
	Engineering Science	Thursday	9.15—10.45
	English	"	11.0—12.30
	Calculations	"	1.45 — 3.0
	Technology and Drawing	"	3.0 — 5.0

	<i>Subject</i>	<i>Day</i>	<i>Time</i>
DA3a	Technology and Drawing	Tuesday	9.15—10.45
	Engineering Science	"	11.0—12.30
	Garage and Workshop Practice	"	1.45— 5.0
DA3b	M.V. Technology	Thursday	7.0 — 9.0
	M.V. Technology	Wednesday	7.0 — 9.0
	Engineering Science	Thursday	9.15—10.45
	Technology and Drawing	"	11.0—12.30
	Garage and Workshop Practice	"	1.45— 5.0

Motor Vehicle Body Work

Courses leading to the examination for the Intermediate Certificate of the City and Guilds of London Institute will be arranged if there is sufficient demand.

Radio Service Work

These courses lead to the examination for the Intermediate Certificate of the City and Guilds of London Institute at the end of the Second Year of the Senior Course, and the Final Certificate in Radio Servicing issued jointly by the City and Guilds of London Institute and the Radio Trades Examination Board, at the end of the Third Year.

Part-time Day and Evening Courses

	<i>Subject</i>	<i>Day</i>	<i>Time</i>
PRELIMINARY			
DRSP	English	Thursday	9.15—10.45
	Science	"	11.0—12.30
	Radio Craft Practice	"	1.45— 3.15
	Calculations	"	3.15— 4.45
	Technical Drawing	Friday	7.0 — 9.0
SENIOR			
DRS1	Radio Service Work	Monday	7.0 — 9.0
	Electrical Science	Friday	9.15—10.45
	English	"	11.0—12.30
	Calculations and Drawing	"	1.45— 3.15
	Physics	"	3.15— 4.45
DRS2	Mechanical Science	Tuesday	9.15—10.45
	English	"	11.0—12.30
	Telecommunications Principles I	"	1.45— 3.15
	Practical Mathematics	"	3.15— 4.45
	Radio Service Work	Wednesday	7.0 — 9.0
DRS3	Telecommunications Principles	Tuesday	9.15—10.45
	Laboratory	"	11.0—12.30
	Practical Mathematics	"	1.45— 3.30
	English	"	3.30— 5.0
	Radio Servicing	Friday	7.0 — 9.0

Evening Courses

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
ERS1	Calculations		Monday	7.0 — 9.0
	Electrical Science		Wednesday	7.0 — 9.0
	Radio Service Work		Thursday	7.0 — 9.0
ERS2	Telecommunications Principles I ...		Monday	7.0 — 9.0
	Calculations		Tuesday	7.0 — 9.0
	Radio Service Work		Wednesday	7.0 — 9.0
ERS3	Telecommunications Principles II...		Tuesday	7.0 — 9.0
	Radio Service Work		Friday	7.0 — 9.0

Television Service Work

Evening courses in Television Service Principles and Practice, leading to the examination for the Television Servicing Certificate, issued jointly by the City and Guilds of London Institute and the Radio Trades Examinations Board, will be arranged if there is sufficient demand. Admission will be limited to students who already hold a Radio Servicing Certificate.

Telecommunications Engineering

This course leads to the examination for the Intermediate Certificate of the City and Guilds of London Institute at the end of the Second Year. The work for the Final Certificate should occupy at least a further two years.

Part-time Day and Evening Courses

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
DT1	Mechanical Science		Tuesday	9.15—10.45
	English		"	11.0—12.30
	Practical Mathematics		"	1.45— 3.15
	Telecommunications Principles		"	3.15— 4.45
	Elem. Telecom. Practice		Wednesday	7.0 — 9.0
DT2	Telecommunications Principles ...		Tuesday	9.15—10.45
	Laboratory		"	11.0—12.30
	Practical Mathematics		"	1.45 — 3.30
	English		"	3.30 — 5.0
	Telephone Exchange Systems I ...		Wednesday	7.0 — 9.0
	Radio I		Friday	7.0 — 9.0

Evening Courses

	Subject		Day	Time
ET1	Telecommunications Principles ...	Monday	7.0 — 9.0	
	Mathematics	Tuesday	7.0 — 9.0	
	Elem. Telecom. Practice ...	Wednesday	7.0 — 9.0	
ET2	Mathematics	Monday	7.0 — 9.0	
	Telecommunications Principles ...	Tuesday	7.0 — 9.0	
	Telephone Exchange Systems I ...	Wednesday	7.0 — 9.0	
ET3	Radio I	Friday	7.0 — 9.0	
	Telecommunications Principles ...	Monday	7.0 — 9.0	
	Radio II	Tuesday	7.0 — 9.0	
	Mathematics	Thursday	7.0 — 9.0	
ET4	Telephone Exchange Systems II ...			
	Mathematics	Tuesday	7.0 — 9.0	
	Telecommunications Principles ...	Wednesday	7.0 — 9.0	
	Radio III	Thursday	7.0 — 9.0	

Electrical Installation Work

These courses lead to the examination of the Union of Educational Institutions for a Junior Electrician's Certificate at the end of the Second Year and that of the City and Guilds of London Institute for the course B Certificate at the end of the Third Year.

Evening Courses

Preliminary Courses in Calculations, Science, and Technical Drawing, will be held at Chesterton and Coleridge Evening Centres.

SENIOR

SENIOR		<i>Subject</i>	<i>Day</i>	<i>Time</i>
EEI1	Calculations and Drawing...	...	Tuesday	7.0 — 9.0
	Installation Regulations	Thursday	7.0 — 9.0
	Electrotechnology and Science	Friday	7.0 — 9.0
EEI2	Electrotechnology	Monday	7.0 — 9.0
	Installation Regulations	Tuesday	7.0 — 9.0
	Calculations and Drawing...	...	Wednesday	7.0 — 9.0
EEI3	Calculations and Drawing...	...		
	Installation Regulations		
	Electrotechnology		

Boiler House Practice

The Preliminary Course, involving attendance on one evening per week, is intended for firemen, boiler attendants and others who seek to improve their qualifications with a view to obtaining a certificate of proficiency.

The Intermediate Course leads to the Intermediate Examination of the City and Guilds of London Institute.

These courses will be arranged if there is a satisfactory demand for them.

Gas Technology

SENIOR

SENIOR				
	<i>Subject</i>		<i>Day</i>	<i>Time</i>
EG2	Technology of Gas Supply ...		Tuesday and Thursday	7.0 — 9.0

Professional Qualifications

The following classes are suitable for students preparing for the Graduate Examination of the British Institute of Radio Engineers.

	<i>Subject</i>		<i>Day</i>	<i>Time</i>
Part I	Physics 2Z		Friday	6.30— 8.30
	Telecommunications Principles I ...		Monday	7.0 — 9.0
Part II	Mathematics ET1		Tuesday	7.0 — 9.0
	Mathematics ET2		Monday	7.0 — 9.0
	Radio I		Friday	7.0 — 9.0
Parts III & IV	Telecommunications Principles II...		Tuesday	7.0 — 9.0
	Radio II		Tuesday	7.0 — 9.0
	Telecommunications Principles III		Monday	7.0 — 9.0
	Radio Reception		To be arranged	

For students who are holders of Higher National Certificates and who wish to proceed to the Associate Membership Examinations of the Institutions of Civil, Mechanical, Electrical or Gas Engineers, in the subjects of Joint Section A for which they cannot claim exemption, the following evening classes are suitable: —

<i>Subject</i>	<i>Day</i>	<i>Time</i>
Applied Mechanics DE3	Wednesday	7.0 — 9.0
Applied Heat EE6	Tuesday	7.0 — 9.0
Light and Sound EE6	Thursday	7.0 — 9.0
Industrial Administration EM6 ...	Tuesday and Thursday	7.0 — 9.0
English for Professional Engineers	Friday	7.30 — 9.0
Electrotechnology DM5	Monday	7.0 — 9.0

A three-year course for the Intermediate Examination in Management Studies is arranged in the Commerce Department (see page 36).

NOTES

Where applications for courses exceed the maximum number of places likely to be available in the courses, admission will be restricted to those applicants who show the best results in qualifying examinations which will be held immediately after the enrolment dates.

No evening Preliminary Courses are held at the College but Courses in Calculations, English, General Science and Technical Drawing are held at Chesterton and Coleridge Evening Centres. Enrolments should be made at these Centres on Monday, 27th September, between 7.0 and 9.0 p.m.

Part-time day and evening Preliminary Craft Courses will be held at the Village Colleges at Impington and Sawston for students resident in these areas. Intending students should apply to the appropriate Village College before Monday, 20th September.

DEPARTMENT OF ENGLISH & SOCIAL STUDIES

Head of Department :

E. D. MUHR, M.A. (Cantab.)

Lecturers :

J. L. TENNANT, B.A., D.P.A. (Lond.)	English and Latin
H. R. ASTBURY, M.A. (Cantab.)	English
N. HEARN, M.A. (Oxon.), A.R.C.M., A.R.C.O.	Director of Music
W. ISLIP, B.A. (Cantab.), B.A. (Lond.)	Geography

Assistant Lecturers :

H. BROWNE, M.A. (Cantab.)	History
G. BUSWELL, M.A. (Oxon.)	German and French
MISS F. COHN (Diploma in Physical Education, A.H.S. (Berlin)	Physical Education
M. J. COLLIE, B.A. (Cantab.)	English
MRS. M. DANIELS, M.A., Ph.D. (Edin.)	French and German
M. P. HUSSEY, M.A. (Cantab.)	English and Music
S. O. MITCHELL, L.R.A.M., A.D.B., Diploma of Speech Fellowship	Speech Training and Drama
MISS N. M. PLUMMER, A.R.C.M.	Music
A. J. J. ROBINSON, D.L.C.	Physical Education
P. SPEAK, M.A. (Cantab.), F.R.G.S.	Geography and English
D. R. TOZER, M.A. (Cantab.)	English
MISS E. G. WATSON, B.A. (Oxon.)	French and German
H. J. B. WEBB, M.A. (Cantab.)	History
J. R. F. WILKINSON, M.A. (Cantab.)	Latin and English

Part-time Staff :

J. B. BEDNALL, B.A. (Cantab.)	German
MRS. J. R. CONOLLY, M.A. (Cantab.)	English and French
R. CULLUM	Drama
D. DOGGETT, L.R.A.M.	Drama
MCD. EMSLIE, B.A. (Cantab.)	English
D. B. FIELDER, A.R.C.M.	Music
H. FLEET, Mus.Bac. (Cantab.)	Music
MRS. H. K. GORDON, M.A. (Oxon.)	French
MRS. P. P. GRAY, B.A. (Lond.)	French
MRS. M. HEARN, G.R.S.M., A.R.C.O., A.R.C.M.	Music
MISS M. S. HOWES, L.R.A.M.	Voice Production
MRS. C. J. KENNEDY (Doctor ès Sciences Naturelles, University of Paris)	French
F. J. MANSFIELD, B.A. (Lond.)	English
G. W. MANTELL, M.A. (Cantab.)	French and Spanish
MRS. R. E. MARSHALL, A.R.C.M.	Speech Training
R. MELDRUM, M.A. (Cantab.)	Ethics and Philosophy
MRS. E. M. NEGUS, M.A. (Edinburgh)	German
MRS. A. PETTOELLO, D.Litt. (Turin)	Italian
MRS. H. RICHARDSON, B.A. (Cantab.)	Geography
MISS J. I. ROBSON	Music
J. SZAfran, M.A., Ph.D. (Cantab.)	Psychology
Mrs. I. T. TENNANT, B.A. (Lond.)	French and English
C. A. THURLEY, A.L.A.	Librarianship
R. N. WALTERS, M.A. (Cantab.)	English

The Head of the Department of English and Social Studies will normally be available for consultation on Mondays from 6.0 to 7.0 p.m. during the Autumn and Spring terms, and at other times by appointment.

DURATION OF COURSES

The Department provides full-time, part-time, and evening courses.

Full-time Courses follow the normal College year (see page 6).

Part-time Courses and Evening Examination Courses begin in the week commencing 27th September, 1954, and normally continue, during College terms, until the examination for which they are preparing students.

Evening Non-examination Courses vary in duration. Each class is marked by a symbol, the key to which will be found below.

- † E The class begins in week commencing 27th September, 1954 and runs continuously during College terms until Easter, 1955.
- † W The class begins in week commencing 27th September, 1954 and runs continuously during College terms until Whitsun 1955.
- † SW The class begins in week commencing 10th January, 1955 and runs continuously during College terms until Whitsun 1955.
- † A The class runs for one term of ten weeks, from week commencing 4th October, 1954.
- † S The class runs for one term of ten weeks, from week commencing 10th January, 1955.
- † AS The class runs for two terms of ten weeks each, starting weeks commencing 4th October, 1954 and 10th January, 1955.

GENERAL CERTIFICATE OF EDUCATION

The entrance requirements of the Universities and of most professional bodies may now be met by a General Certificate of Education with a suitable grouping of subjects. Exemption from higher examinations may also be gained through the Advanced level subjects of the Certificate, and there may well be advantages in seeking exemption in this way rather than taking the examination direct ; for example, three appropriate subjects at the Advanced level are sufficient for exemption from most Intermediate Degree examinations, and this is only one more Advanced subject than is in any event required for Matriculation. As a result of this system of exemptions, the College courses can cover the requirements of a wide range of examinations, although actually following a single syllabus, that of the University of Cambridge Local Examinations Syndicate. An advantage of the General Certificate is that single subjects, or any desired groupings, may be taken at any examination ; but this advantage may be lost if the Certificate is desired for a particular exemption.

Acceptance on the College Courses is dependent on success in an entrance examination. Students who have been accepted must ensure, by reference to the appropriate institution, that the subjects they have chosen to study will give them the qualification or exemption they desire.

Full-time Courses

Numbers on the courses are limited, and in general only such students can be accepted as require a Certificate for Matriculation, exemption from a Professional Preliminary examination, or exemption from some other examination of equivalent or higher standard.

Tuition is available in the following subjects:—

Ordinary Level : English Language, Mathematics, French, German, Latin, History, Geography, Economics, Art, and Music.

Advanced Level : English, French, German, Latin, History, Geography, Economics, Art, and Music. For Mathematics and Science, see *Department of Science and Technology*.

Part-time Courses

It is sometimes possible to accommodate part-time students in particular subjects in classes arranged primarily for full-time students. In addition the following classes at Ordinary Level are arranged specially for part-time day students.

Subject	Day	Time
English	Tuesday	9.15—10.15
English	"	1.45— 2.45
Geography	"	10.30—12.30

Evening Courses

The following classes are provided at Ordinary Level:

English	Monday	6.30— 8.30
French	"	6.30— 8.30
Music (Aural training)	"	7.0 — 8.0
Music (Form and Analysis)	"	8.0 — 9.0
English	Tuesday	6.0 — 7.30
English	"	7.30— 9.0
Geography	Wednesday	6.30— 8.30
History (English, 1688-1850)	Thursday	6.30— 8.30
German	"	7.30— 9.0
Latin	Friday	6.0 — 7.30
Economics	"	6.30— 8.30
Music (Theory)	"	6.30— 7.30

The following classes are provided at Advanced Level:

Economics	Monday	6.30— 8.30
English	"	6.30— 8.30
Music	"	6.0 — 9.0
German	Tuesday	7.0 — 9.0
History (European, 1713-1914)	"	7.30— 9.0
French (Prose and Translation)	Wednesday	6.0 — 7.30
French (Set works)	"	7.30— 9.0
History (English, 1688-1850)	Thursday	6.30— 8.30
Latin	Friday	7.30— 9.0
Geography	"	6.30— 8.30

For Mathematics and Science, see *Department of Science and Technology*.

For preliminary work in Languages, see *Courses in Modern Languages*, page 72.

DEGREES IN ARTS

For Intermediate B.A., students should seek admission to the appropriate Advanced Level General Certificate course.

Classes for final degree students (London External) are listed below. Tuition can also be arranged in History and German, provided there are sufficient candidates.

English : General B.A. :

<i>Subject</i>		<i>Day</i>	<i>Time</i>
Literature, 1600-1800	Monday	3.45— 4.45
Literary Criticism	Tuesday	3.45— 4.45
Shakespeare	Wednesday	3.45— 4.45
Literature, 1800-1900	Thursday	3.45— 4.45
Middle English Texts	Friday	3.45— 4.45

French : General B.A. :

<i>Subject</i>		<i>Day</i>	<i>Time</i>
Prose	Monday	2.45— 3.45
Literature (Set works)	Tuesday	2.45— 3.45
Literature (Novelists)	"	6.0 — 7.0
Oral	"	7.30— 9.0
Literature (General)	Wednesday	6.0 — 7.30
Literature (Prose and Translation)	"	7.30— 9.0
Translation	Thursday	2.45— 3.45

Latin : General B.A. :

<i>Subject</i>		<i>Day</i>	<i>Time</i>
Prose	Monday	9.15—10.15
Set works	Wednesday	9.15—10.15
Translation	Friday	9.15—10.15

Geography : Honours and General B.A., and General B.Sc. :

<i>Subject</i>		<i>Day</i>	<i>Time</i>
Economic	Monday	10.30—11.30
Physical and Practical	Tuesday	6.30— 8.30
Political and General	Wednesday	10.30—11.30
Regional	Thursday	6.30— 8.30
Laboratory work	Thursday	10.30—11.30

THE LIBRARY ASSOCIATION'S EXAMINATIONS

Admission to the Professional Register of Associates and Fellows of the Library Association is obtained by passing the Association's examinations, and the fulfilment of age and service conditions. The examinations are: I. The Entrance Examination; II. The Registration Examination; III. The Final Examination.

The following part-time course has been arranged to meet the needs of local candidates:

Entrance Examination :

<i>Subject</i>		<i>Day</i>	<i>Time</i>
General	Monday	5.30— 6.30

Registration Examination (Group B) :

<i>Subject</i>		<i>Day</i>	<i>Time</i>
Bibliography and Assistance to Readers	Thursday	5.30— 7.0

UNIVERSITY OF LONDON DIPLOMA IN SOCIAL STUDIES

This Diploma is accepted as a basic qualification for social work ; the training is both theoretical and practical. Students must have satisfied the minimum entrance requirements of the University of London and are registered after having been accepted by an interviewing committee. The minimum age of registration is 21 years.

The College provides a two-year evening course leading to the examination for Part I of the Diploma. Students are expected to supplement the lectures by wide reading for which guidance will be given.

1954—5 (1st Year) :

<i>Subject</i>	<i>Day</i>	<i>Time</i>
Social History	Monday	7.30— 9.0
Social Economics	Wednesday	6.30— 8.30
Social Philosophy (Autumn Term only)	Thursday	7.30— 9.0
Social Psychology (Spring and Summer Terms)	"	7.30— 9.0

1955—6 (2nd Year) :

<i>Subject</i>	<i>Day</i>	<i>Time</i>
Government (Autumn Term only)	Monday	7.30— 9.0
Social Economics (Spring and Summer Terms)	"	7.30— 9.0
Social Administration	Wednesday	6.30— 8.30
Social Psychology (Autumn Term only)	Thursday	7.30— 9.0
Tutorial (Spring and Summer Terms)	"	7.30— 9.0

Part II (Practical) is arranged by the University of London and includes at least six months' full-time training under experienced social workers, for which students must be prepared to leave Cambridge to gain experience of industrial areas. Candidates are required to submit a reasoned report on their practical work and to pass an oral examination.

UNIVERSITY OF LONDON DIPLOMA IN GEOGRAPHY

The College provides a two-year evening course covering the requirements of the University of London Diploma in Geography for External students. The Diploma is intended as an additional academic qualification for teachers in primary and secondary schools. It is of particular value to those who wish to specialize in the teaching of geography.

To be admitted to the examination, students must have satisfied the minimum entrance requirements of the University of London, and must produce evidence of a qualification in Geography at least equivalent to Ordinary Level General Certificate of Education. In general, students must register for the examination two years in advance.

The work will consist of General, Regional, Physical, and Practical Geography, and the preparation of a short dissertation on an area selected by the student. Fieldwork is done in the summer term.

A new course starts in September, 1954.

<i>Subject</i>	<i>Day</i>	<i>Time</i>
Physical and Practical Geography	Tuesday	6.30— 8.30
Regional Geography	Thursday	6.30— 8.30

COURSES IN MODERN LANGUAGES

Tuition in Modern Languages is given on various full-time courses in the College, and in addition part-time day courses are available in French, and evening courses in French, German, Italian and Spanish. In each language at least one class is provided for beginners (all Stage I classes) and in French an additional beginners' class will start in the Spring Term. More advanced classes have been provided according to the demand shown in previous years; these go up to the standard of London B.A. General Degree in French, and similar classes can be arranged in other languages where there are sufficient candidates. Students are encouraged to sit for public examinations; nevertheless, all classes are open to non-examination students.

In French a refresher course is provided (French I R) so that students who have allowed their skill to lapse may do some rapid revision before going on to more advanced work. General French and German Conversation classes are provided, and an Advanced French Conversation Class, which candidates for all advanced examinations should attend. The class "German for Scientists" provides a general introduction to the language, together with detailed preparation for the compulsory translation questions set in the London Final B.Sc. examination.

Members of the staff will be glad to help students in their choice of classes: in general, however, for Ordinary Level, General Certificate of Education, students should join a class not lower than Stage III, where the standard is approximately that of the R.S.A. Advanced examinations; candidates for Advanced Level, General Certificate, or Intermediate Degree, should join an Advanced, Stage IV, or Stage V class; and candidates for General Degree or Certificate of Proficiency in French, should join the B.A. classes together with Advanced Conversation. The class on 20th Century French Novelists will be of value for final degree students, but is intended for all interested in the subject who have reached at least Advanced General Certificate standard in the language. All students of modern languages are invited to the lectures to be given in English on European Romanticism: see under Courses of General Interest, page 61.

All language students will be asked to show, usually by a short written and oral test before the session begins, that they are suitable for the classes they wish to join. Accommodation is very limited, and it is a condition of acceptance that students should undertake to attend regularly throughout the session.

<i>Subject</i>	<i>Day</i>	<i>Time</i>	
French Ia	Wednesday	6.0 — 7.30	† E
French Ib	"	7.30— 9.0	† E
French Is	"	6.0 — 7.30	† SW
French Ir	Tuesday	6.0 — 7.30	† AS
French II	Wednesday	6.0 — 7.30	† E
French IIIa	Monday	6.30— 8.30	† W
French IIIb	Thursday	6.0 — 7.30	† AS
French Conversation ...	Monday	7.30— 9.0	† AS
French IV	Thursday	6.0 — 7.30	† W
French V (Prose and Translation)	Wednesday	6.0 — 7.30	† W
French V ((Literature) ...	"	7.30— 9.0	† W
French Advanced Conversation	Tuesday	7.30— 9.0	† W
20th Century French Novelists	"	6.0 — 7.0	† AS
French B.A. (Literature) ...	Wednesday	6.0 — 7.30	
French B.A. (Prose and Translation) ...	"	7.30— 9.0	
German Ia	Thursday	6.0 — 7.30	† E
German Ib	"	7.30— 9.0	† E
German II	Monday	6.0 — 7.30	† E
German III	Thursday	7.30— 9.0	† W
German IV	Monday	7.30— 9.0	† W
German V	Tuesday	7.0 — 9.0	† W
German for Scientists ...	"	6.30— 8.30	† E
Italian Ia	Friday	6.0 — 7.30	† E
Italian Ib	"	7.30— 9.0	† E
Italian II	Tuesday	6.0 — 7.30	† W
Italian Advanced	Thursday	7.0 — 9.0	† W
Spanish Ia	Wednesday	6.0 — 7.30	† E
Spanish Ib	"	7.30— 9.0	† E
Spanish II	Friday	6.0 — 7.30	† W
Spanish Advanced	"	7.30— 9.0	† W

CIVIL SERVICE COURSES

Civil Service Clerical Grade

The courses cover the requirements of candidates taking the Clerical Class and similar examinations. Arithmetic and English are compulsory and students take a selection of optional subjects.

Part-time Day

Attendance is required on one full day per week from 9.15 a.m. to 12.30 p.m. and from 1.45 to 3.45 p.m. There is a Preliminary Course on Thursdays, and a Senior course on Fridays.

Evening

<i>Subject</i>	<i>Day</i>	<i>Time</i>
English	Monday	6.30— 8.30
French	"	6.30— 8.30
English	Tuesday	7.30— 9.0
Arithmetic	"	6.30— 8.30
Geography	Wednesday	6.30— 8.30
German	Thursday	7.30— 9.0
History	"	7.0 — 9.0
Economics	Friday	6.30— 8.30
Latin	"	6.0— 7.30

Civil Service Executive Grade

These courses meet the needs of students taking examinations of the Executive and similar standards. Students take Arithmetic, English, General Knowledge, and a selection of optional subjects.

Part-time Day

Classes meet on Fridays from 9.15 a.m. to 12.30 p.m. and 1.45 to 3.45 p.m.

Evening

<i>Subject</i>		<i>Day</i>	<i>Time</i>
General Knowledge	Monday	6.30— 8.30
Economics	"	6.30— 8.30
History (European)	Tuesday	7.30— 9.0
German	"	7.0 — 9.0
Arithmetic	"	6.30— 8.30
English	Wednesday	6.0 — 7.30
French	"	6.0 — 7.30
History (English)	Thursday	6.30— 8.30
Geography	Friday	6.30— 8.30

COURSES IN ENGLISH FOR FOREIGN STUDENTS

These courses in English Language, English Literature and History, and British Life and Institutions have been specially arranged for foreign students. The Language courses provide a comprehensive study of English, including reading and pronunciation, grammar and composition, and conversation. Students wishing to take one of the examinations set for foreign students by the University of Cambridge Local Examinations Syndicate may join the Examination Courses, which offer tuition for the Lower Certificate, the Certificate of Proficiency and the Diploma of English Studies. A leaflet giving further information for foreign students is available on application at the College Office.

Language Courses

Stage 1 (Beginners)	Tuesday and Thursday	3.45— 5.15
Stage II (Elementary)	Monday and Wednesday	3.45— 5.15

Examination Courses

Stage III (Lower Certificate, December 1954)	Friday	3.45— 5.15
Stage IVa (Certificate of Proficiency, December 1954)	Tuesday and Friday	3.45— 5.15
Stage IVb (Certificate of Proficiency, June 1955)	Tuesday and Thursday	3.45 5.15
Stage V (Diploma of English Studies)	Monday	1.45— 2.45
	Tuesday	1.45— 2.45
	Thursday	1.45— 3.45
	Friday	1.45— 3.45

Supplementary Lecture Courses

The following courses are arranged for students who take Stages III, IV and V:

British Life and Institutions	Monday	4.0 — 5.0
English History	Tuesday	7.30— 9.0
Outlines of English Literature	Wednesday	4.0 — 5.0

COURSES OF GENERAL INTEREST

The following courses are provided for general interest. Where appropriate, lectures will be illustrated by epidiascope, film strips, or films, and visits to places of interest will be arranged. On all courses the tutors will provide reading lists, and give advice on further reading and study; on some courses, books may be borrowed. The general method of the courses will be that of the tutorial class, with ample opportunity for questions and discussion.

Social History

This course will follow the social history of England during and after the nineteenth century and try to show how our present social policy and institutions have grown out of the past.

Monday, 7.30—9.0 † W

Tutor: MR. H. BROWNE

The Drama of Greece and Rome

An introductory course on the work of the great Greek and Roman dramatists through the medium of English translation. Representative plays will be read and discussed against their social background. The technique of the ancient drama (structure of the theatre, stage conventions, etc.) will be explained.

Monday, 7.30—9.0 † AS

Tutor: MR. J. R. F. WILKINSON

The Romantic Movement in European Art, Music and Literature

A group of specialists will describe and discuss the Romantic revolt in Europe against Classical order and discipline, and the rejection of reason as the guiding principle in the creation of a work of art. Some aspects of this general course will be more fully developed in the History of Music class mentioned on page 65, and by the two Spring-Term classes on Romantic Literature in France and England shown below.

Tuesday, 6.0—7.30 † A

General Tutor: DR. M. DANIELS

The Romantic Movement in French Literature

This course, following on the general lectures in European romanticism (see above), will deal particularly with the appearance of the new introspective novel, the revolution in drama, and the efflorescence of lyric poetry.

Tues, 6.0—7.30 † S

Tutor: DR. M. DANIELS

The Writer's Craft

Help for the would-be writer to acquire a sound style, to discriminate between the various literary forms, and to choose a form suitable for his own expression. Students must satisfy the tutor that they are seriously interested in writing, and must be willing to submit work for criticism and suggestions. Journalism is excluded.

Tuesday, 7.30—9.0 † AS

Tutor: MR. E. D. MUHR

European History Since 1713

Within the scope of this course are some of the most interesting and exciting events in European history: the rise of Prussia and the character of the state which her early rulers constructed; the Revolution of 1789 which, when carried abroad by Napoleon, left its permanent mark on Europe; and that part of the nineteenth century when states were riven by novel demands which were eventually to reshape the political map of Europe and its forms of government, not least in Russia.

Tuesday, 7.30—9.0 † W

Tutor: MR. H. BROWNE

Chaucer

Ten lectures designed to illustrate the range and qualities of Chaucer's work for the modern reader. The main reading will be taken from "The Canterbury Tales"; students are requested to bring a copy of the Oxford Chaucer to the class.

Wednesday, 7.30—9.0 † A

Tutor: MR. M. P. HUSSEY

English Romantic Writers

This course, following on the general lectures on European romanticism (see above page 61), will discuss the major English poets of the early nineteenth century in greater detail. Attention will be devoted finally to some interesting literary by-paths of the period, such as the horror novels, in order to give a complete picture of the trends of English Romanticism.

Wednesday, 7.30—9.0 † S

Tutor: MR. R. N. WALTERS

Introduction to Economics

Few people feel well enough informed to pass an opinion on economic affairs. This course explains the scope and general principles of Economics, and the direct influence that economic affairs have on everyday life.

Wednesday, 6.30—8.30 † W

Tutor: MR. H. R. ASTBURY

Some Aspects of Economic Development from the Middle Ages to Modern Times

These lectures form part of the course for Final B.Sc. (Econ.) of London University, but non-examination students will be welcome. The topics to be discussed include: economic conditions and development in England and Western Europe from the fourteenth to the seventeenth centuries; economic change in Britain, Western Europe and America from 1700 to 1850, including the economic relations of mother countries and colonies; industrialisation and the international economy from 1850 to 1939 in the United States, Germany, Western Europe, Japan, and Russia, and its effects on relatively backward areas; the evolution of labour and labour systems, and the social policies of industrial states.

Thursday, 7.30—9.0 †W

Tutor: MR. H. J. B. WEBB

Social Philosophy

In this introductory course the tutor will make a brief review of the philosophic ideas leading to our present conception of democracy, and will then consider such questions as: the meaning of "the individual" in a modern democratic society; the effect of expanding technical knowledge on liberty; and the conflicting claims in the modern world of power and reason.

Thursday, 7.30—9.0 †A

Tutor: MR. R. MELDRUM

Social Psychology

After a survey of the aims and methods of experimental psychology, the tutor will discuss the work of the social psychologist and the contribution he can make to modern thought. Among the topics that will be considered are training, problems of maladjustment, human relations in industry, problems of leadership in a democracy, and interactions between social groups.

Thursday, 7.30—9.0 †SW

Tutor: DR. J. SZAFRAN

English Language Courses

A number of classes will be held for adult students who feel that with some guidance they could increase their command of English. Instruction and practice will be given both in speech and writing, and the tutors will seek to cover a wide range of topics and circumstances. The classes will not be aimed at examinations, but will be at different standards.

Friday, 6.0—7.30 or 7.30—9.0 †AS

General Tutor: MR. M. J. COLLIE

The Social Services

The Welfare State, a product of long historical development and the slow maturation of the social conscience, depends on a complex organisation of Social Services. The tutor will consider with this course the scope, aims and achievements of these Services, the reactions of the public to them, and further the problems that they raise for the community.

Friday, 6.30—8.30 †W

Tutor:

MUSIC

A notice about the College Music Society, which organises a number of activities in which all students are invited to take part, will be found on page 79.

Day

Music is now offered as a subject for full-time students at Ordinary and Advanced Level in the General Certificate of Education, and up to Diploma standard (A.R.C.M., L.R.A.M., L.G.S.M., A.R.C.O.). The full syllabus in Theory and History of Music can be covered through the College courses, but the examinations also include practical tests, and private lessons on a chosen instrument or in singing are needed for these, besides being advisable to obtain the full benefit of the general course. Where necessary the College will help to find a suitable private tutor.

Evening

General Music and Examination Classes

The classes listed below are intended for teachers, candidates for Associated Board or Diploma examinations, and music lovers who wish to increase their ability to listen to and understand music.

Students may be enrolled for single classes, or for groups of classes appropriate to the examinations they are aiming at, e.g. Music Theory II, Aural Training and Musical Form and Analysis for Advanced General Certificate, or Music Theory (Advanced), Aural Training and Musical Form and Analysis for Diplomas.

Music Theory I

No previous knowledge of music theory is necessary for enrolment on this course which will deal with notation, simple melody construction and elementary harmony.

Friday, 6.30—7.30 †W

Tutor: MISS N. M. PLUMMER

Music Theory II

On this second-year course the study of melody and harmony is continued, and counterpoint, word setting, and free composition introduced.

Tuesday, 6.30—7.30 †W

Tutor: MRS. M. HEARN

Music Theory Advanced

More advanced theory. Harmony: dominant sevenths, etc. Composition. Counterpoint. Aural training and keyboard harmony.

Monday, 7.0—8.0 †W

Tutor: MR. N. HEARN

Aural Training

The aim on this course will be to train the ear in the accurate perception of rhythm, melody, and harmony.

The class is intended for listeners as well as performers, and for beginners as well as the more practised. For all interested in music the discriminating use of the apparatus of hearing is essential.

Monday, 6.0—7.0 †E

Tutor: ~~MR. N. HEARN~~

Miss N. Plummer

Musical Form and Analysis

Chosen works will be studied in detail with reference to both form and historical setting.

Monday, 8.0—9.0 † W

Tutor: MR. H. FLEET

History of Music: Special Period 1800-1875

The syllabus will largely follow the London Mus. Bac. requirements, but will be open to anyone wishing to obtain more detailed knowledge of a restricted area of musical history. There will be a number of visiting lecturers, authorities on their subjects, including Joan Chissell, Deryck Cooke, Charles Cudworth, Nigel Fortune, Philip Radcliffe and Peter Tranchell. The course covers the Romantic Period of music. A detailed syllabus is available on application. During the year some concerts by the Music Society will be arranged with this period in view.

Wednesday, 6.0—7.30 † AS

Tutors: MR. N. HEARN
MR. M. P. HUSSEY

Piano Technique

This class is intended primarily for candidates for Associated Board examinations, in particular Grade V.

Monday, 5.0—6.0 † AS

Tutor: MR. H. FLEET

Instrumental Classes for Beginners

The following classes are intended to give students a general introduction to their instruments which may be followed by private study and orchestral playing. There is a shortage of instrumental players in Cambridge, especially for viola and cello. As to woodwind, one cannot become proficient without individual tuition; nevertheless a beginning can be made in a general class, and the aim here would be to bring the students to the point where they could reasonably expect to play beside more experienced instrumentalists in, for example, the College Orchestra. Numbers will be limited on each of the classes. Help in the purchase or hire of instruments may be arranged through the Music Society (see page 79).

Violin and Viola (Friday, 7.30—8.30) ...	Tutor: Miss J. Robson
Cello (Friday, 7.30—8.30) ...	Tutor: Miss N. M. Plummer
Woodwind (flute, clarinet, oboe, bassoon) ...	Tutor: Mr. P. Speak
(Wednesday, 5.0—6.0) ...	

Chamber Music Groups

String players of all standards are invited to join this course; one or two pianists interested in Chamber Music would also be welcome. Students will be divided into groups in different rooms for the playing of suitably graded trios, quartets, quintets, etc. The tutor will play with, and coach, each group in turn.

Friday, 8.30—10.0

Tutor: MISS N. M. PLUMMER

Orchestra

Amateurs of all standards are invited to join this class on which those of little experience may benefit greatly by playing beside more advanced instrumentalists. The work is varied, with practice at sight-reading as well as the detailed study of works chosen for College orchestral, choral, and operatic concerts. Among works selected for 1954-5 are: Schumann, Symphony No. 1 ("Spring"); Brahms, Serenade Op. 11; Borodin, Symphony No. 2; Grieg's Pianoforte Concerto; Mozart's "Marriage of Figaro" (in conjunction with the Opera group); Dyson, Canterbury Pilgrims (in conjunction with the Choir).

Tuesday, 7.0—~~8.0~~ † W

Conductor: MR. N. HEARN

Madrigal Group

The group will make a practical study of Elizabethan part-song. Concerts will be given in the College. Numbers will be limited in each voice.

Thursday, 6.0—7.30 † AS

Tutor: MISS N. M. PLUMMER

Music Appreciation

A series of lectures, illustrated by pianoforte and gramophone, on a wide range of topics, and covering a number of composers.

Monday, ~~6.0—7.0~~ † AS

Tutor: MR. D. B. FIELDER

Brass Band

The class provides an opportunity for young people of both sexes to start an instrument from scratch and very rapidly learn to play simple carols, marches, suites, etc. For those who wish it and gain the necessary skill, there will be opportunity for further playing with the College Orchestra, and for concert work. Instruments (cornet, trombone, horn, baritone, euphonium) are available on hire from the Music Society (see page 79).

Wednesday, 5.0—6.0 † W

Tutor: MR. B. HUNT

Youth Orchestra

The following arrangements are made for young people, in co-operation with the County Music Adviser. In certain cases the hire or purchase of instruments may be arranged through the Music Society.

String Classes (Graded—Violin, Viola and	10.0—12.0
Cello) "	11.0—12.0
Orchestral Class "	

Enrolments and grading take place on Saturday, 2nd October, 1954, followed by three terms of ten weeks each commencing 9th October, 1954, 15th January, 1955, and 30th April, 1955.

Students over 15 years of age pay the College fee as for evening classes. Students under 15 should apply to Mr. Ludovic Stewart, Shire Hall, Cambridge.

SPEECH AND DRAMA

In addition to the classes listed below, Speech Training is given to a number of full-time classes in the College, and additional activities are arranged by the Compass Club, the College Dramatic Society, about which a notice is to be found on page 78.

Speech I

This course is intended as an introduction to speech training and voice production for all who wish to develop their vocal powers, whether for a specific purpose or simply for their own interest and satisfaction.

Thursday, 6.0—~~7.0~~ + AS
~~7.30~~
7.30

Tutor: MR. S. O. MITCHELL

Advanced Prose and Verse Speaking

The course will cover the speaking of prose and verse over the widest possible range, but with particular emphasis on lyric, narrative, and dramatic verse. Students will be encouraged to enter for appropriate grades in the Speech and Drama examinations of the Associated Board of the Royal Schools of Music, and teachers and others aiming at L.R.A.M. (Speech and Drama) will be given all possible assistance.

Thursday, 7.30—9.0 + AS

Tutor: MRS. R. E. MARSHALL

Acting Course (I)

The course, to which beginners are invited, will be devoted primarily to the art and craft of acting, but will in addition provide a general introduction to Theatre craft, including production, stage-management, lighting, décor, and make-up. Practical work will include voice production and speech training. Suitable students will have the opportunity of taking part in College productions.

Friday, 6.0—7.30 + AS

Tutor: MR. R. CULLUM

Acting Course (II)

The course is intended for those with some previous experience of practical stage work. The work will be designed to stimulate the imagination, to develop a healthy emotional attack in acting, and to develop flexibility and control of voice and body. Students from this class will be invited to join in College productions.

Thursday, 7.30—9.0 + AS

Tutor: MR. S. O. MITCHELL

Play-reading and Theatre-going

On this course the tutor will seek to extend the students' knowledge of drama by reading with them plays about to be performed in Cambridge. Discussion of the plays, production aspects, their authors' other work, etc., will be followed by visits to the theatre, and further discussion of the plays as produced. Should the students wish it, visits to London will be arranged.

Wednesday, 6.0—7.30 + AS

Tutor: MR. S. O. MITCHELL

The Stage Designers' Workshop

The tutor will discuss stage design in terms of the facilities and resources likely to be available to the amateur company. The designing and making of costumes, and such properties as armour and weapons, will be included. Above all, the course will provide opportunities for practical work and experiment.

Friday, 6.0—8.0 + AS

Tutor: MR. J. HALL

Dramatic Movement

The aim of this course will be the free development of natural and spontaneous movement and gesture, together with general poise, flexibility, and control of the body, whether on the stage or off. No experience of stage work is required before joining this course.

Friday, 7.30—9.0 + AS

Tutor: MR. D. DOGGETT

PHYSICAL EDUCATION

Physical Education is included in the curriculum for a number of full-time and part-time classes in the College. The students are given a progressive course, including gymnastics, basket ball, net ball, badminton, tennis, athletics, and coaching in hockey, cricket, and football. Notices about the College sports clubs will be found under "Clubs and Societies," page 80.

The following evening classes have been arranged: —

Beginners (Ladies)

Intended as a recreation and relaxation after the day's routine for women of all ages, with simple exercises and games designed to improve stamina, suppleness and posture.

Monday and Wednesday, 6.30—7.30 + AS

Tutor: MISS F. COHN

Advanced (Ladies)

Besides a wide range of exercises and activities, the course will include some work on apparatus, and the maximum opportunity for individual development.

Monday and Wednesday, 8.0—9.0 + AS

Tutor: MISS F. COHN

Ladies' Summer Activities

During the Summer Term, two classes will be held for outdoor activities suitable to the season, including minor games and tennis coaching.

Wednesday, 6.30—7.30 (Elementary)
8.0 —9.0 (Advanced)

Tutor: MISS F. COHN

Remedial Classes

Special exercises are offered at this class for those with minor defects of foot, back or respiratory system, together with general exercises and training to help posture and improve stamina.

Monday, 4.45—5.45 + W

Tutor: MISS F. COHN

Recreative (Men)

This course aims at enjoyment and the development of agility and physical well-being through exercise and games, e.g. basket ball.

Tuesday, 6.30—8.30 + AS

Tutor: MR. A. J. J. ROBINSON

Fencing

A beginners' course in which simple apparatus will be used to teach the basic principles and skills of fencing. After elementary stages, students must provide their own equipment.

Thursday, 6.0—7.30 + AS

Tutor: MR. A. J. J. ROBINSON

Advanced (Men)

Only students with previous experience of gymnastics will be admitted to this course, which offers, in a well-equipped gymnasium, the opportunity for full development of individual powers.

Thursday, 7.30—9.0 + AS

Tutor: MR. A. J. J. ROBINSON

Men's Summer Activities

This course offers outdoor gymnastics, together with minor games, and tennis and cricket coaching.

Thursday, 6.0—8.0

Tutor: MR. A. J. J. ROBINSON

DEPARTMENT OF SCIENCE AND TECHNOLOGY

Head of Department :

P. S. JEWELL, M.A. (Cantab.), F.R.I.C., F.L.S., M.I.Biol.

Senior Lecturer :

S. F. EVERISS, M.A. (Cantab.), M.Sc. (Birm.), M.I.Biol.

Lecturers :

N. H. CARR, M.Sc. (Manchester)	Mathematics
R. E. D. CLARK, M.A., Ph.D. (Cantab.)	Chemistry
L. J. HANNEMAN, National Diploma in Breadmaking and Confectionery, C.G.L.I. Full Tech. Certificate	Bakery
J. A. PRYDE, B.Sc., Ph.D. (London)	Physics
MISS M. WATERHOUSE, M.A. (Cantab.), B.Sc. (Lond.)	Mathematics

Assistant Lecturers :

E. COOPER, B.Sc. (Wales)	Physics
G. N. FISH, B.Sc. (Lond.)	Mathematics
R. K. HEWSTONE, B.Sc. (Lond.) A.R.I.C.	Chemistry
S. F. LORING, M.A. (Cantab.)	Biology
P. R. L. OWENS, M.A. (Cantab.)	Physics and Chemistry
I. ROSEMAN, National Diploma in Bread- making and Confectionery	Bakery

Part-time Staff :

MRS. E. A. ACKROYD, B.Sc.	Biology and Chemistry
F. BOOT	Medical Laboratory Technique
D. CANWELL	Laboratory Technique
W. CLAMP, B.Sc.	Chemistry
L. J. M. COLEBY, Ph.D., M.A.	Chemistry
G. B. GOFF	Chemistry
J. GOLDEN, Ph.D.	Chemistry
H. P. HUDSON	Medical Laboratory Technique
MRS. C. KENNEDY, Dr.	Zoology
H. F. KING, M.A.	Zoology
MRS. I. H. LEA, B.A., M.Sc.	Chemistry
R. E. MAXIM, A.T.P.S.	Photography
W. A. MOWLAM	Medical Laboratory Technique
F. MUNNS	Glassblowing
MRS. E. M. NORTHCOTE, B.Sc.	Biology
H. F. PERKINS, M.A.	Mathematics
T. W. RACKHAM	Laboratory Technique
C. T. ROLFE	Medical Laboratory Technique
B. R. SLATER	Medical Laboratory Technique
S. SMITH, B.Sc.	Mathematics
J. STEVENSON	Medical Laboratory Technique
W. C. STIGWOOD	Laboratory Technique
A. H. WESTLEY	Laboratory Technique
S. J. WOODCOCK	Laboratory Technique

Laboratory and Maintenance Staff :

H. G. KIDDY	MISS M. D. BRAND	H. G. ROLPH	MISS A. KIDDY
	MISS J. COOKE	J. TAYLOR	

The Department provides classes at all stages up to Final London B.Sc. in the principal sciences.

In Technology full-time and part-time classes are held in Bakery and part-time classes in Horticulture, Laboratory Technique and Medical Laboratory Technology.

Part-time science classes are arranged in eight stages indicated by numerals. Owing to the large variety of qualifications for which students work, such classes are not specifically for any particular examination but in general the syllabuses cover the subjects to the following standards.

Classes 1 and 2 General Certificate—Ordinary.

Classes 3 and 4 Inter. B.Sc., G.C.E.—Advanced, 1st M.B.

Classes 5 to 8 Final London B.Sc. and G.C.E.—Schol.
In part G.C.E.—Schol. University Entrance.

SCIENCE AND MATHEMATICS

Final and Honours B.Sc. (London)

Full-time Courses

The laboratories are open throughout the week. Instruction will be given at the times shown under the heading of Part-time Classes. All full-time students of Chemistry and Physics will be required to attend a class in Mathematics for Technology.

Part-time Courses

	<i>Subject</i>	<i>Day</i>	<i>Time</i>	<i>Room</i>
Botany	7z Gymno. ...	Monday	6.0 — 9.0	97
	8 Special ...	Tuesday	9.15—12.30	97
	5 Physiology ...	Wednesday	9.15—12.30	97
	8z Ecol. Phys. ...	"	6.0 — 8.0	96
Chemistry	6 Pterido and Syst. ...	Thursday	9.15—12.30	97
	6 Organic ...	Monday	9.15—12.30	115
	7 Inorganic ...	"	1.45— 4.45	114
	5z Physical ...	Tuesday	6.0 — 9.0	115
	8 Quan. Analysis ...	Thursday	1.45— 4.45	114
Mathematics	7z Organic ...	"	6.0 — 9.0	114
	5z Calculus ...	Monday	6.30— 9.0	138
	5 Geometry ...	Tuesday	1.45— 4.45	138
	5z Statics, Potential ...	"	6.30— 9.0	138
	6z Alg. Trig. ...	Wednesday	6.30— 8.30	138
Physics	6 Diff. Equns. ...	Friday	10.10—12.30	138
	6z Heat-Sound ...	Monday	6.0 — 9.0	90
	7 Practical ...	Tuesday	9.15—12.30	90
	8z Practical ...	Tuesday	6.30— 8.30	90
	6 Optics ...	Wednesday	1.45— 5.45	90
	5 Props-Matter and Sound	Thursday	9.15—12.30	90

TECHNOLOGY

School of Bakery

Principal Teacher : L. J. HANNEMAN

National Diploma Course

This is a two-year full-time course. Subjects of the course will include Breadmaking and Flour Confectionery together with Applied Science, Art and the Economics of the Trade. Students taking this course will have the opportunity of sitting for the Intermediate Examination in Breadmaking and Flour Confectionery of the City and Guilds of London Institute at the end of their first year and of taking the corresponding Final Examination at the end of their second year. Those obtaining the National Diploma will also qualify for the Full Technological Certificate of the City and Guilds of London Institute. Only a limited number of students can be accommodated. Application for admission should therefore be made as early as possible.

Preliminary Course

This is a one year full-time course designed as an introduction to the trade primarily for boys and girls leaving school at the age of 15 years. It provides continued general education as well as instruction in the Technical subjects. Visits to bakeries, food factories and other allied industries will be a feature of the course. At the end, successful students will either continue in full-time attendance in the National Diploma course or enter the Trade, continuing their studies in the part-time classes.

Part-time City and Guilds Courses

Year	Subject	Day	Time
1	Confectionery (Theory and Practical)	Wednesday	1.45— 4.45
	Breadmaking (Theory and Practical)	"	5.30— 9.30
2	Confectionery (Theory and Practical)	Monday	1.45— 4.45
	Breadmaking (Theory and Practical)	"	5.30— 9.30
3 and 4	At times to be arranged.		

Evening Classes

Cake Decoration	Thursday	6.0 — 9.0
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Cambridge and Eastern Counties Bakery Students' Society

See "Activities Associated with the College," page 82.

Laboratory Technicians' Certificate

The course of study for the Certificate of Proficiency in Laboratory Technique, awarded conjointly by the University of Cambridge Local Examinations Syndicate and the Technical College, covers a period of four years. Those taking this course are expected to attend and complete satisfactorily corresponding stages in at least two pure sciences. Certificates will be endorsed with such subjects.

Students of this course must take either Laboratory Technique I and any two others or any three other techniques. Not more than one subject may be taken each year.

<i>Subject</i>	<i>Day</i>	<i>Time</i>	<i>Room</i>
Laboratory Technique I ... (Preliminary general laboratory technique)	Monday	6.30— 8.30	
Laboratory Technique II ... (Workshop Practice)	Monday	6.0 — 8.0	
Laboratory Technique III ... (Chemical technique)	Monday	6.0 — 9.0	114
Laboratory Technique IVa Intro- ductory (Biological technique) ...	Tuesday	6.30— 8.30	
Laboratory Technique IVb Advanced (Biological technique)	Wednesday	6.30— 8.30	
Laboratory Technique V ... (Elementary medical)	Friday	6.30— 8.30	
Laboratory Technique VI ... (Photographic)	Wednesday	6.0 — 9.0	142

Particulars of the regulations governing the award of the certificate may be obtained from the Registrar of the College.

Institute of Medical Laboratory Technology

This is a two-year course for the Intermediate examination of the Institute. The minimum age of entry to this course is 18 years and entrants should be qualified to become student members of the Institute.

Subjects:—Bacteriology, Pathology, Chemical Pathology.

1st Year	Monday, Wednesday	6.30—8.30
2nd Year	Tuesday, Thursday	6.30—8.30

The course is run under the auspices of the Institute and instructors will be Fellows or Associates of the I.M.L.T.

Special Technical Courses

<i>Subject</i>	<i>Day</i>	<i>Time</i>	<i>Room</i>
Technical Photography I ...	Monday	6.30— 8.30	141

The syllabus for this class covers the requirements for the I.B.P. and City and Guilds examination.

<i>Subject</i>	<i>Day</i>	<i>Time</i>	<i>Room</i>
Technical Photography II ...	Friday	6.30— 8.30	141
Laboratory Photography ...	Thursdays	6.30— 8.30	141
Glassblowing I ...	Wednesdays	5.0 — 7.0	115
Glassblowing II ...	"	7.0 — 9.0	115
Hairdressing Technology ...	Friday	6.30— 8.30	115

Horticulture

Students must be engaged in practical horticulture in a public or private garden, park, horticultural institution, or commercial horticultural establishment and must satisfy the requirements of the Royal Horticultural Society, before being accepted for the Junior, General and National Diploma Examinations.

<i>Year</i>	<i>Subject</i>	<i>Day</i>	<i>Time</i>	<i>Room</i>
1	Soil Science	Wednesday	1.45— 3.15	114
	Botany I	3.15— 4.45	97
	Horticultural Practice 1 ...	Monday	6.30— 8.30	c.c.
2	Pests and Diseases	Thursday	7.0 — 9.0	97
	Botany Adv. Hort.	Tuesday	1.45— 4.45	97
	Horticultural Practice 2 ...	Wednesday	6.30— 8.30	c.c.
3	Botany 6	Thursday	9.15—12.30	97

c.c. denotes the County Centre at the Shirehall, Cambridge.

In addition to the above, a series of day-time practical classes demonstrations and visits will be arranged to take place throughout the course.

RESEARCH GROUP

The College Research Group exists to co-ordinate part-time research in applied science in the College. Applications for membership are invited and should be made to the Head of Department.

NATIONAL LEATHERSELLERS' COLLEGE SCHOLARSHIP

The Governors of the National Leathersellers' College offer a scholarship to the annual value of £10 to a student wishing to take a course in science at the Cambridgeshire Technical College, followed by a two-year course at the National Leathersellers' College leading to the Diploma in Leather Manufacture.

Candidates must be at least sixteen years of age and must either possess a General Certificate of Education at ordinary level in English and Mathematics or pass a special examination arranged by the College. All candidates will be required to attend for interview.

Further details may be obtained from the Head of the Department.

SOCIAL ACTIVITIES

Social Supervisor :

MRS. ~~E. COLLINS, B.Sc. (Econ.)~~

AS. Potter Dip Soc Stud.

The Students' Guild

The social and recreational life of the College is organised through the Student Guild. Students become members of the Guild on enrolment by payment of 1/-.

The College has a full-time Social Supervisor who is concerned generally with promoting facilities for social life and helping clubs, societies and individual members.

Guild members are entitled to membership of the following clubs without additional payment:—

The Gramophone Club
The Christian Union

The Overseas Club
The Basketball Club

Membership of the Badminton, Tennis, Table-Tennis and Sports Clubs is open to Guild and Association members only, upon payment of a small additional subscription.

Activities are arranged in the evenings and at the end of the daily session to suit the requirements of both day and evening students.

The Students' Representative Council

The Student Representative Council is composed of elected representatives of College Clubs, Societies and Departments. The Council meets at least twice each term to consider all matters relating to the interests and needs of students and elects an Executive Committee which meets regularly between Council Meetings. Minutes of Council Meetings are placed on the Hall notice-board.

College Association for Past Students

This Association is open to students who have attended a full-time course or a recognised part-time course. Other students who would like to join may apply to the Committee. The Association publishes a "News-Letter" and lists of names and addresses of members from time to time.

The Association's Annual Reunion will be held on March 26th. Old Students will be welcomed at the Saturday dances held in the College. Members of the Association may join any of the College Clubs and Societies in the same way as members of the Students' Guild.

Fee for Life-Membership, 5/-.

Dances

A Dance will be held in the College Hall on Saturday, October 23rd from 7.30—11.30, while the Christmas Dance will be on December 11th from 8 p.m. until 12 midnight.

The Annual College Dance in the Dorothy Ballroom will be held on January 14th from 9 p.m. until 1 a.m. Students should consult the College notice boards for dates of dances in the Spring and Summer terms.

Ballroom Dancing Classes

If approximately equal numbers of male and female students enrol, a Ballroom Dancing Class will be held in the College on Thursday from 5 p.m. until 6 p.m. Only a limited number of students can be admitted to this class, and students are advised to consult the Social Supervisor on enrolment evenings. The class will be taken by qualified instructors of the King-Slocombe School of Dance.

CLUBS AND SOCIETIES

Building Students' Society

The Building Students' Society was formed in 1932 and has maintained a programme of activity each year.

The object of the Society is to promote visits to places of interest at home and abroad to Building and Architectural Students and to arrange lectures on Technical subjects, with a view to gaining practical insight into modern building and architectural practice.

The Society's membership is open to past and present Building and Architectural students of the College. The Annual General Meeting will be held early in the Autumn Term.

Hon. Secs.: C. L. CORNWELL, Department of Building and Architecture.
R. S. SPURGEON, Department of Building and Architecture.

The Christian Union

The Christian Union, an inter-denominational Society, organises public meetings, discussions and films, which are open to all members of the College. Enquiries should be directed to the President, Dr. Clark, or the Secretary, John Carnegie, 1 Petersfield, East Road, Cambridge.

The Compass Club

The Compass Club is the College Dramatic Society, and exists for all past and present members of the College who are interested in drama, whether in acting, producing, stage managing, design, costume, or stage construction. Privileges of active membership are granted to those who undertake some definite work to further the Club's aims; social membership is open to all.

The Club has to its credit seven major productions at the A.D.C. Theatre, including plays of Wilde, Sheridan, Ibsen, Beaumont and Fletcher, and last year presented "The Electra" of Sophocles in the College Hall and "The Alchemist" of Ben Jonson at the A.D.C. Theatre. This year's activities will include the first production by the Club of a Shakespeare play, and an outdoor production in the summer.

The subscription is 2/6 per annum (active or social), and further details can be obtained from the Secretary, Miss M. S. HAWORTH, at the College.

Country Dance Club

The College has its own Country Dance Club, which is affiliated to the English Folk Dance and Song Society through the Cambridgeshire District Group.

The Club is open to anyone interested in Folk Dancing, who is a member of the Students' Guild. A fee of 6d. per evening is charged.

Meetings for Dancing will be held on Tuesday evenings (8.30—10 p.m.) in the Gymnasium.

Gramophone Club

The Gramophone Club meets on Monday evening from 9 p.m.—10 p.m. in Room 170.

Membership is free to all members of the Students' Guild and College Association.

Each week a musical work is played, chosen by the officers and members in turn. Opportunity is regularly given for members to play music from their own collections.

The first meeting will be held on Monday, October 11th, to elect new officers and arrange the term's activities.

Language Society

Membership of the Language Society is open to students of the College and others interested in languages and international relations. A proportion of the meetings are intended to be of general appeal to all members; others are specifically devoted to matters of interest to students of the various modern languages. Further details can be obtained from MISS E. G. WATSON.

Lunch-time Film Club

The Club is open to all students of the College, and meets in Room 170 on Fridays 1 p.m. to 1.40 p.m.

A 12-week programme is shown during the Winter months, in which a variety of documentary, industrial and entertainment films are projected.

Subscription: Season ticket, 1/6d.; Single performance, 3d.

The next programme begins on November 12th. Further details can be obtained from the Secretary, Mr. D. R. Depledge, or from Mr. P. Speak.

The Music Society

The Music Society is open to all past and present members of the College. The Society encourages music-making among its members and throughout the College, and provides formal and informal concerts and social activities. The Opera Group is presenting a full stage production of Mozart's "Marriage of Figaro" at the A.D.C. Theatre in the Easter Term, 1955, and there are still vacancies for small parts and chorus work. The Society provides opportunities for recorder ensemble practice, and semi-private lessons on the violin, viola, cello, flute, clarinet and bassoon (enquiries are invited about other instruments). Students are helped in the purchase or hire of instruments. The subscription is 2/6d. per hour. Full details of the year's programme may be obtained from the College office. The Annual General Meeting is held in April.

The Orpheus Club, the day-time branch of the Music Society, provides similar facilities; it has an opera group which has presented full stage productions of Mozart's "The Magic Flute" and "Don Giovanni"; and a choir which has performed Haydn's "Creation," Handel's "Messiah" and Mozart's "Requiem." It also provides lunch-time concerts. Membership of the Orpheus Club entitles day-time students to attend the activities of the Music Society. The subscription is 1/- per annum. The Annual General Meeting is held in the Autumn Term.

Overseas Club

The Overseas Club provides opportunities for foreign students to meet each other and English students and to engage in a wide variety of social, recreational, and educational activities. Meetings are held fortnightly in the Autumn and Spring Terms, and the programme includes such items as lectures, talks, debates, film shows, musical evenings, and joint events with other College Clubs and Societies. Excursions and visits are also arranged usually in the Summer Term.

The Club will hold its Annual General Meeting on Thursday, October 7th, at 8.30 p.m. All students from overseas are cordially invited.

Hon. Sec.: J. TENNANT, B.A.

SPORTS CLUBS

Athletic Club

The College Athletic Club meets every Wednesday throughout the summer at Coleridge School Athletic Track from 7 p.m. to 9.30 p.m. It is open to both men and women members of the College on payment of a subscription of 5/- per annum. It is particularly hoped that past students of the College will join.

Facilities are such that athletes may train for any event and receive expert coaching. Meetings are arranged with other clubs in the locality, and teams are to be entered in all County events. The club is affiliated to the Cambridgeshire Amateur Athletics' Association.

Application should be made to Mr. R. Hutchins, Mr. A. Robinson or Mr. P. Abbis, the Secretary.

Badminton Club

The Club is open to members of the Students' Guild and College Association for Past Students by payment of an additional subscription to cover the cost of shuttles.

The Club meeting times will be arranged to suit the convenience of both day and evening students.

Club I Two days weekly, 3.45—7.0

Club II Tuesday and Thursday, 8.30—9.55.

Each Club is run by a separate committee, and has Badminton racquets which may be hired.

Basketball Club

Matches have been played during the Winter months and a Club will be formed during the coming session, from which teams can be raised.

Meetings for coaching and training are held in the Gymnasium on Tuesday and Thursday evenings at 8.30 p.m., and will begin on September 28th.

All enquiries should be sent to Mr. A. Robinson.

Cricket Club

Approximately five matches are played during the season (not on Saturdays), and nets may be used by Club members for practice.

Subscription, 1/- per annum. Applications to D. Young, the Secretary, or M. Taylor, the Treasurer.

Football Club

Two football teams are run by the Club for which home and away matches are arranged on Saturdays. This year the 1st XI will play in a Cambridge-shire League.

Subscription: 1/6 per annum, for both playing and non-playing members.

Application should be made to Mr. Robinson or to the Secretary, Mr. D. Thackeray.

Ladies' Netball and Tennis Clubs

All full-time, part-time or past students are invited to join the Netball and Tennis Clubs. Matches with outside teams will be arranged, and those interested are asked to contact Miss Cohn. It is hoped that an ex-students team will be formed this year, for which matches will be arranged on Thursday or Saturday afternoons.

Student Tennis Club

The Club has the use of both hard and grass courts at the College. Membership is open to all members of the Students' Guild and College Association. Ample opportunity exists for students from all sections of the College to play together as a club, and matches with outside teams and competitions within the Club are arranged periodically. The Annual General Meeting, at which officers for the year are elected and the membership fee decided, takes place during the Easter Term.

Table-Tennis Club

The Table-Tennis tables and equipment are owned and maintained by the Students' Guild, and are available at a small charge to members of the Guild at the following times:—

Club I During the Lunch hour.

Club II Monday and Wednesday, 8.30—9.55 p.m.

Each section will form itself into a club and elect a committee to be responsible for the Club and care of the equipment, etc.

ACTIVITIES ASSOCIATED WITH THE COLLEGE

The Cambridge and District Group of the Radio Section of the Institution holds meetings in the College and at the Cavendish Laboratories.

The meetings at the College start at 6.0 p.m. and non-Members will be welcome but are asked to advise a member of the Committee beforehand.

The Group has been formed for the study of the design, manufacture and operation of apparatus for communication by wave radiation, for high frequency and electronic engineering, or for the electrical recording or electrical reproduction of sound.

The Hon. Secretary is Mr. N. Hiller, B.Sc. (Eng.), A.M.I.E.E., Lecturer in the Engineering Department.

CAMBRIDGE AND DISTRICT ASSOCIATION OF BUILDERS' FOREMEN AND CLERKS OF WORKS

The activities of the Association include the following:—

- (a) Discussion Groups
- (b) Formal Lectures
- (c) Visits to buildings in the course of construction
- (d) Visits to factories, research establishments and other places of interest
- (e) Courses at the Technical College.

Courses, which have been held during the past six years, will be continued during session 1954—55. For particulars write to Mr. R. O'dell, 2 Stanley Road, Cambridge, or the Head of the Building and Architecture Department at the College.

CAMBRIDGE AND EASTERN COUNTIES BAKERY STUDENTS' SOCIETY

The work of the Bakery School is supported by a strong and active branch of the National Federation of Bakery Students' Societies. The Society organises the social activities of the School and holds monthly demonstrations at which all connected with the trade can meet together. All students are encouraged to join this society and to take an active part in its affairs.

Membership fee 5/- per annum under 18 years of age.

Membership fee 7/6 per annum 18—21 years of age.

Membership fee 10/- over 21 years of age.

Application for membership should be made to:—

The Hon. Secretary,

Cambridge and Eastern Counties Bakery Students' Society,
The Cambridgeshire Technical College and School of Art,
Collier Road,
Cambridge.

THE ENGLISH FOLK DANCE AND SONG SOCIETY

The Cambridgeshire District of this Society has its headquarters at the Technical College, where it meets regularly. The Hon. Sec. is:—

MRS. R. M. CAIRNS, The Old Rectory, Little Wilbraham.

The College has a club of its own. (See Social Activities.)

UNIVERSITY ROUND CLUB

This Club meets for dancing in the Gymnasium during term on Thursday evenings at 8.30, and Saturdays at 4.45.

For particulars, write MR. PALMER, 32, Fendon Road, Cambridge.

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Fees	7	Students' Guild	77
Foremanship	24, 36	Surveying (Land)	24
French	58	Teachers' Certificates and Diplomas:	
Gas Technology	51	Art	13
General Certificate of Education...	54	Dressmaking	28
General Information	7	Shorthand	41
General Interest Courses	61	Speech and Drama	67
Geography	55, 56, 57	Typewriting	41
German	58	Telecommunications Engineering	50
Glass Blowing	75	Television Service Work	50
Governing Body	3	Transport	42
Hairdressing	38	Typewriting	39
Horticulture	76	University of London External Degree and Diplomas:	
Instrument Making	47	Economics	31
Italian	58	English	56
Laboratory Technicians' Certificate	75	French	56
Languages	58	Geography	56, 57
Law	32	Latin	56
Law Clerks' Course	42	Law	32
Library	11	Science	71
Library Association Examination	56	Social Studies	57
Local Government	35	Waiting Course	27
Management	36	Window Display	42
Masonry	22	Workshop Engineering	47

~~board. Matric. 6 subjects (any time)~~
~~(4:10, 2:10)~~

London University minimum requirements:

Scheme A

Passes (not necessarily on same occasion) in:-

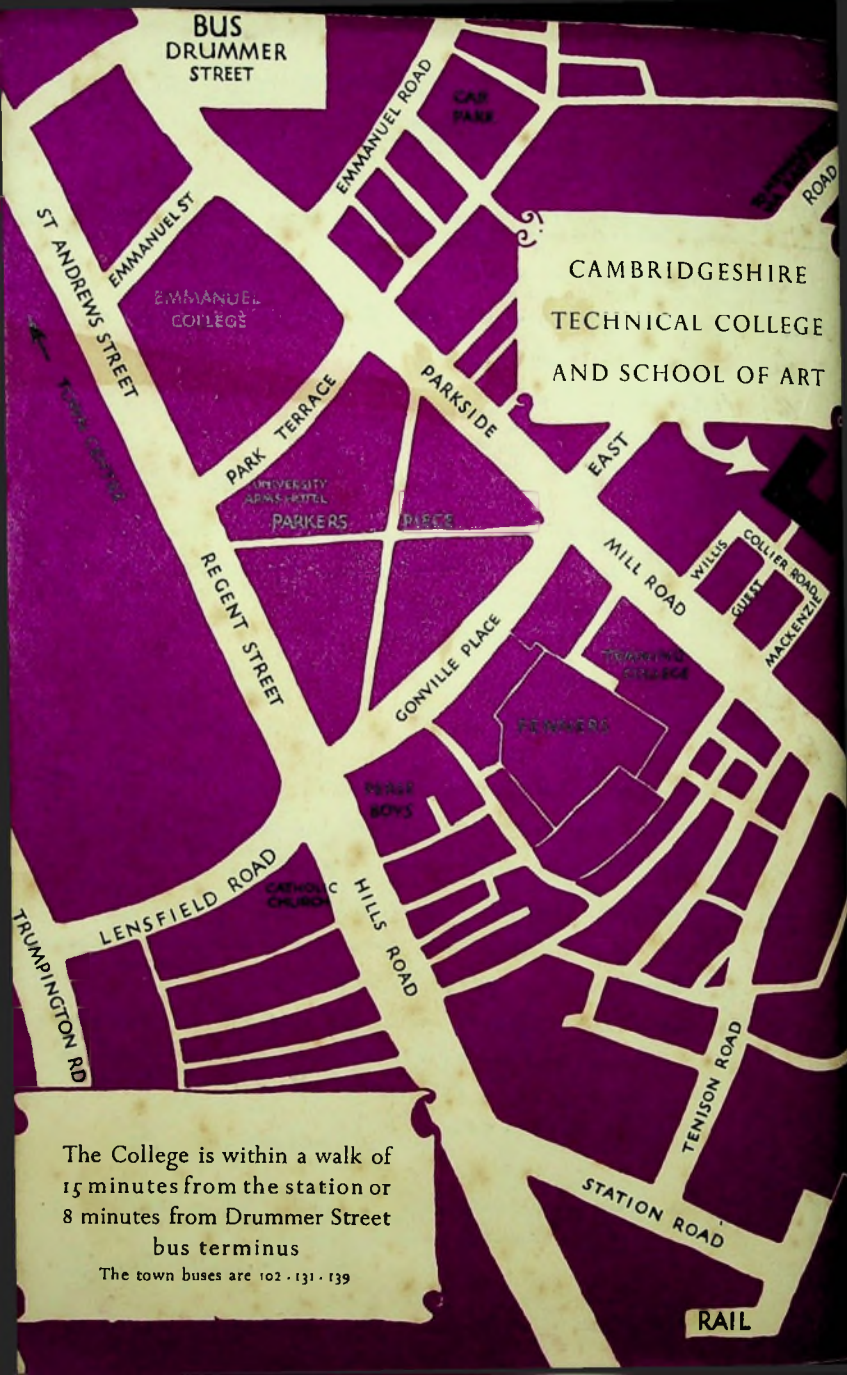
- English Language
- Another language (incl. Latin or Greek)
- Maths (or an approved science)
- three other subjects, provided that:-
 - at least two are passed at A level. ^{Regulation}
 - Subjects must be chosen from a list and cannot be counted at A and O level at the same time.

Scheme B

Passes ~~three~~

- English Language
- Another language (incl. Latin or Greek)
- Maths (or an approved science)
- two other subjects, provided that:-
 - at least three are passes on the same occasion
 - two must be at A level.
 - the three subjects being chosen are in accordance with Regulation 6, i.e. they must be widespread (cannot all be Histories, Languages etc.)

Faculty requirements: for Arts, Latin.
for Sciences, Maths
for Economics, nil.



BUS
DRUMMER
STREET

EMMANUEL ROAD

CAR
PARK

ST ANDREWS STREET

EMMANUEL ST

EMMANUEL
COLLEGE

CAMBRIDGESHIRE
TECHNICAL COLLEGE
AND SCHOOL OF ART

PARK TERRACE

PARKSIDE

UNIVERSITY
ARMS HOTEL
PARKERS

PIECE

EAST

REGENT STREET

MILL ROAD

WILLIS
COLLIER ROAD
GUEST

MACKENZIE

GONVILLE PLACE

TEACHING
COLLEGE

FENWICK

BOYS

LENSFIELD ROAD

CATHOLIC
CHURCH

HILLS ROAD

TENISON ROAD

STATION ROAD

RAIL

The College is within a walk of
15 minutes from the station or
8 minutes from Drummer Street
bus terminus

The town buses are 102 · 131 · 139